

**Town of Moultonborough  
Board of Selectmen  
Meeting Agenda  
Thursday, May 23, 2024  
5:00 P.M.  
6 Holland St.  
Moultonborough, NH**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. BOARD OF SELECTMEN ORGANIZATION**
  - A. Chairman of the Board
  - B. Vice Chairman of the Board
  - C. Planning Board Ex-Officio Full Member
  - D. Planning Board Ex-Officio Alternate Member
  - E. Capital Improvements Program Committee Ex-Officio
  - F. Advisory Budget Committee Ex-Officio
  - G. Heritage Commission Ex-Officio
  - H. Joint Inter-Municipal Ambulance Service Committee
  - I. E911 Committee
  - J. Ad-Hoc Representatives (as may be deemed necessary by the Board)
- IV. PUBLIC HEARING**
  - A. Discretionary Preservation Easements (RSA 79-D)
- V. REVIEW / APPROVAL MINUTES**
  - A. Date(s): 5/2/2024 (+Nonpublic)
- VI. CONSENT AGENDA**
  - A. NH Department of Revenue Administration
    - i. 2024 MS-232 Report of Appropriations Actually Voted
    - ii. Certification of Yield Taxes Assessed and Yield Tax Levy forms
    - iii. Real Estate Tax Exemptions Charitable
      - a) Audubon Society of NH
      - b) Castle Preservation Society
      - c) Turning Point Christian Fellowship
      - d) West Wynde Retirement Community
  - B. Town of Moultonborough Disposal Agreement
    - i. Russ and Barb Wakefield – 26 Wool Wakefield Lane
    - ii. Leslie and James LeClair – 16 Lady Slipper Lane
    - iii. Joseph Galea – 6 Knoll Point Drive
  - C. Personnel Action Form
- VII. NEW BUSINESS**
  - A. Moultonborough Fire Department
    - i. Houston-Galveston Area Council (HGAC) Cooperative Purchasing Program Membership
  - B. Department of Public Works
    - i. Roadside Mowing Services Contract (Summer 2024)
  - C. Land Use Department
    - i. Application Requesting Restoration of Involuntarily Merged Lot (Map 254 Lot 19 and lot 22)
  - D. Town Assessing
    - i. Abatement Credit Refund – New Hampshire Boat Museum
  - E. Temporary Use Permit-Commercial Use
    - i. Buckey's Restaurant and Tavern – Bike Week Tent Permit
  - F. Application for a Permit to Conduct a Raffle Permit

**Town of Moultonborough  
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Thursday, May 23, 2024  
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Moultonborough, NH**

- i. Moultonborough Lions Club – December 7<sup>th</sup>, 2024
  - ii. Great Waters Music – August 17<sup>th</sup>, 2024
- G. Fishing Tournament Launch Request
  - i. Armed Forces Fishing League: Lees Mills, 6/22/2024
  - ii. Troy Marden Memorial: Lees Mills, 8/3/2024

**VIII. OTHER BUSINESS**

- A. Memorial Day Parade and Remembrance Ceremony
- B. Moultonborough Police Department
  - i. New Officer Jordan Hunold appointment; hire date was May 2<sup>nd</sup>
- C. Job advertisement
  - i. Office Clerk – Tax Collectors Office

**IX. CITIZEN INPUT**

**X. NON-PUBLIC SESSION**

- A. RSA 91-A: 3, II (a) & (b)

*Any person with a disabling condition who would like to attend this public meeting and needs to be provided reasonable accommodations to participate please contact the Moultonborough Town Hall at 603-476-2347 so accommodations can be made.*

**Town of Moultonborough  
Public Hearing Notice  
Discretionary Preservation Easements (RSA 79-D)  
Thursday, May 23, 2024  
5:00 p.m.  
Moultonborough Town Hall**

Notice is hereby given that a public hearing will be held by the Moultonborough Board of Selectmen at the Moultonborough Town Hall, Ernest Davis Meeting Room, 6 Holland Street, Moultonborough, N.H. on the 23<sup>rd</sup> day of May 2024 at 5:00 p.m. The purpose of the hearing is to allow public comment on applications for Discretionary Preservation Easements that are pursuant to RSA 79-D. Applications are for historic barns located as follows: Burrows, 422 Ossipee Mountain Road, (Tax Map 3, Lot 1); Davis, 11 Sawmill Way (Tax Map 115, Lot 12); and Troop Family LLC, 265 Sheridan Road (Tax Map 41, Lot 9). Any interested person may attend this public hearing and present testimony or make inquiries related thereto.

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## MEMORANDUM – MOULTONBOROUGH HERITAGE COMMISSION

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**TO:** Moultonborough Board of Selectmen  
**FROM:** Cristina Ashjian, Chair  
**RE:** Burrows 79-D application (barn easement renewal)  
**DATE:** May 18, 2024



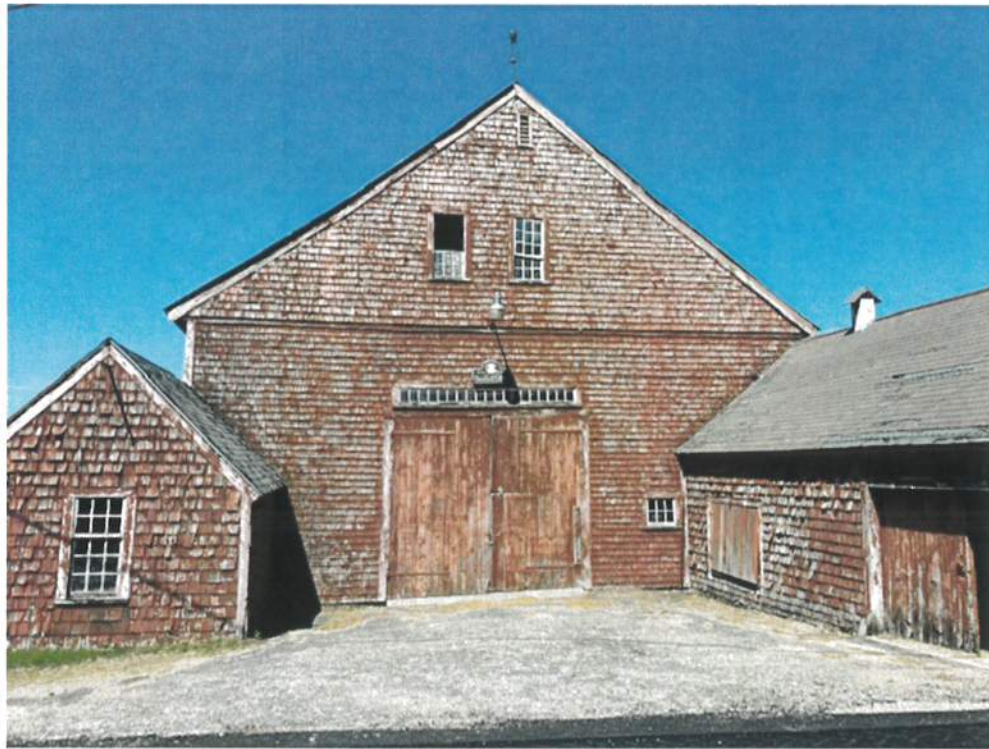
The 79-D barn renewal application for the Burrows barn at 422 Ossipee Mountain Road (Map 3, Lot 1) was delivered to the Town on April 15th. This landmark barn retains its historic exterior appearance and a high level of integrity, still housing cattle. As per Policy No. 21 (Discretionary Preservation Easements – RSA 79-D), the Moultonborough Heritage Commission conducts a preliminary review of applications, and provides the Board of Selectmen with a recommended abatement.

Lori Burrows and her son David understand their obligations under the barn easement program, and will continue to maintain their working farm barn as demonstrated over the past decade. Added to the barn easement program in 2014, the historic barn houses registered Herefords, with substantial hay storage. This is one of our Town's three family farms included in the NH Farm Bureau's 2016 centennial book.

The Burrows family has taken an authentic approach to preserving their barn (in line with preservation standards), using appropriate materials to repair the character-defining features of the barn and its attached sheds, all in good condition. Periodic inspections show that the property owners are conforming to the requirements of RSA 79-D by responsibly maintaining the barn and making necessary repairs to preserve it.

The Heritage Commission encourages the Board of Selectmen to renew this 79-D renewal application. The Burrows Farm barn easily meets criteria for all three hearing qualification questions: (1) the barn is historic (at least 50 years old); (2) it is an agricultural structure; (3) the structure provides public benefit, primarily in providing scenic enjoyment to the general public from a public road (Ossipee Mountain Road). The Commission is available to assist with any questions regarding barn contractors or grant opportunities.

BURROWS FARM, 422 OSSIPEE MOUNTAIN ROAD



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## MEMORANDUM – MOULTONBOROUGH HERITAGE COMMISSION

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**TO:** Moultonborough Board of Selectmen  
**FROM:** Cristina Ashjian, Chair  
**RE:** Davis 79-D application (barn easement renewal)  
**DATE:** May 18, 2024



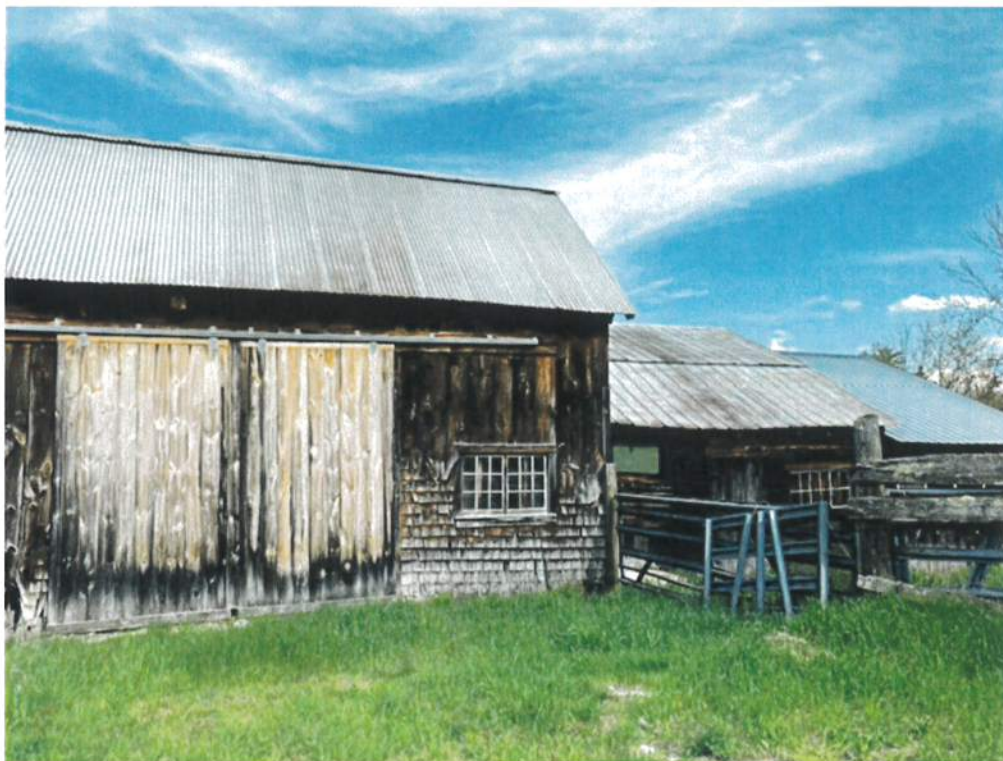
The 79-D barn renewal application for the Davis barn at 11 Sawmill Way (Map 115, Lot 12) was delivered to the Town on April 15th. This historic barn retains its period exterior appearance and integrity, and is located in close proximity to its original farmhouse. As per Policy No. 21 (Discretionary Preservation Easements – RSA 79-D), the Moultonborough Heritage Commission conducts a preliminary review of applications, and provides the Board of Selectmen with a recommended abatement.

Ron Davis understands his obligations under the barn easement program, and will continue to maintain this large gambrel barn and tend its environs as demonstrated over the past decade. Added to the barn easement program in 2013, this historic barn traditionally housed cows and horses, with substantial hay storage. This is one of our Town's three family farms included in the NH Farm Bureau's 2016 centennial book.

The Davis family has taken an authentic approach to preserving their barn (in line with preservation standards), using appropriate materials to repair the character-defining features of the barn, which is in good condition. Periodic inspections show that the property owners are conforming to the requirements of RSA 79-D by responsibly maintaining the barn and making necessary repairs to preserve it.

The Heritage Commission encourages the Board of Selectmen to renew this 79-D renewal application. The Davis Farm barn easily meets criteria for all three hearing qualification questions: (1) the barn is historic (at least 50 years old); (2) it is an agricultural structure; (3) the structure provides public benefit, primarily in providing scenic enjoyment to the general public from a public road (Sawmill Way). The Commission is available to assist with any questions regarding barn contractors or grant opportunities.

DAVIS FARM, 11 SAWMILL WAY



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## MEMORANDUM – MOULTONBOROUGH HERITAGE COMMISSION

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**TO:** Moultonborough Board of Selectmen  
**FROM:** Cristina Ashjian, Chair  
**RE:** Troop Family LLC 79-D application (barn easement)  
**DATE:** May 18, 2024



The 79-D barn easement application for the barn at 265 Sheridan Road (Map 41, Lot 9) was delivered to the Town on April 15th. This historically significant barn is featured in John Porter's book *Preserving Old Barns* (2019). As per Policy No. 21 (Discretionary Preservation Easements – RSA 79-D), the Moultonborough Heritage Commission conducts a preliminary review of applications, and provides the Board of Selectmen with a recommended abatement.

The purpose of the 79-D barn easement is to protect barns from falling into disrepair by reducing their assessment for the 10-year easement period (this includes the land the barn is situated on and that which is necessary for its function), allowing the owner to repair and maintain the barn with the tax dollars saved. If implemented correctly, this easement preserves the structural integrity of the building and its historic relevance to the town's agricultural heritage, contributing to the rural character and scenic beauty of the community.

Red Hill Farm, known as Thomas Sheridan's estate farm in the early 20<sup>th</sup> century, is a local landmark surrounded by open fields in the valley. The barn compound and its agricultural outbuildings retain their historic exterior appearance and high integrity. The property owners understand their obligations under the barn easement program, and will maintain and repair the structures in keeping with historic character and appearance during the easement term.

The Heritage Commission encourages the Board of Selectmen to approve this new 79-D application with the 75% abatement. The Red Hill Farm compound easily meets criteria for all three hearing qualification questions: (1) the barn is historic (at least 75 years old); (2) it is an agricultural structure; (3) the structure provides public benefit, primarily in providing scenic enjoyment to the general public from a public road (Sheridan Road). The Commission is available to assist with any questions regarding barn contractors or grant opportunities.

RED HILL FARM, 265 SHERIDAN ROAD



Town of Moultonborough  
Board of Selectmen  
May 2, 2024

MEETING MINUTES

**Present:** Vice Chairman Shari Colby, Selectmen Kevin D. Quinlan, Jean M. Beadle and Karel A. Crawford were present (note; Selectman Crawford arrived at 5:08 p.m.). Chairman of the Board Jon W. Tolman was absent with prior notice. Town Administrator Charles Smith, Town Assessor Tom Hughes, and Police Chief Beede were also present.

**I. CALL TO ORDER:** Vice Chairman Colby 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**

**Motion:** Selectman Quinlan

*To approve the public hearing minutes from April 16, 2024.*

**Seconded:** Selectman Beadle

**Vote:** 3 – 0

**Motion passed.**

**Motion:** Selectman Quinlan

*To approve the meeting minutes from April 18, 2024.*

**Seconded:** Selectman Beadle

**Discussion:** Board amended page 2 of 5, line 18 to include “fiscal year 2025” in the motion. Page 2 line 26 to update the motion to include “approve the.” Page 5 line 6 added “estate” after the word oldest and be read as “oldest estate property.”

**Vote:** 3 – 0

**Motion passed.**

**IV. CONSENT AGENDA:** The Board signed and voted in the affirmative on the following consent agenda items.

A. Personnel Action Form(s)

B. New Hampshire Department of Revenue Administration (DRA)

i. Certification of Yield Taxes Assessed Intent Filed During Tax Year (forest)

ii. Form PA-29; Veteran’s Tax Credit & Solar Energy Exemption forms

C. Response to 2024 Tax Exemptions

i. Elderly Exemption

ii. Charitable Exemptions

1) Moultonborough Historical Society, Inc.

2) Moultonborough United Methodist Church

3) New Hampshire Boat Museum

- 1 4) Paula Anna Markus Foundation (NH Audubon Society and Loon  
2 Preservation Committee)  
3 5) First Missionary Baptist Church of Moultonborough  
4 6) Harvest Church of the Lakes Region  
5 D. Lease Agreements – Town Boat Slips at Lees Mills  
6 E. Shannon Cemetery Lot Purchase (#183)  
7

8 **Motion:** Selectman Quinlan

9 *To approve the consent agenda items.*

10 **Seconded:** Selectman Beadle

11 **Vote:** 3 – 0

12 **Motion passed.**  
13

14 **V. NEW BUSINESS**

- 15 A. Town Assessor Hughes met with the Board about two (2) town assessing items; an  
16 application for real estate exemption and NH Department of Revenue Administra-  
17 tion (DRA) town total equalized valuation.  
18

- 19 i. Agape Community Church – applied for a religious real estate exemption  
20 and for the parsonage portion exemption with their property located at 80  
21 Bean Road. Board approved the real estate exemption but denied the par-  
22 sonage portion as the pastor resigned and no longer lived on property; oc-  
23 cupancy being a requirement for the exemption under RSA 72:23, III.  
24

25 **Motion:** Selectman Quinlan

26 *To approve Agape Community Church's request for a religious real estate*  
27 *exemption for the church portion of their property located at Map 140, Lot*  
28 *012 – 80 Bean Road.*

29 **Seconded:** Selectman Beadle

30 **Vote:** 3 – 0

31 **Motion passed.**  
32

33 **Motion:** Selectman Quinlan

34 *To deny Agape Community Church's request for a religious exemption for*  
35 *the parsonage portion of their property located at Map 140, Lot 012-000-*  
36 *002 – 80 Bean Road.*

37 **Seconded:** Selectman Beadle

38 **Vote:** 3 – 0

39 **Motion passed.**  
40

- 41 ii. NH Department of Revenue Administration (DRA) – the town received its'  
42 2023 total equalized valuations from DRA; one includes the valuation with  
43 utilities values and one without the values. Town Assessor Hughes review  
44 determined the values are greater than they should be and recommended the  
45 Board appeal DRA's value(s). Assessor Hughes argues that DRA included  
46 property sales in their calculation that did not follow DRA's own

1 manual/guidelines. Town pays their Carroll County tax apportionment  
2 based on the total assessed value and by having a higher value could be  
3 required to pay a higher tax levy. Board approved the appeal.  
4

5 **Motion:** Selectman Quinlan

6 *To approve an appeal of the Department of Revenue Administration 2023*  
7 *Total Equalized Valuations and to give the Town Assessor the authority to*  
8 *sign and submit the appeal to the Board of Tax and Land Appeals.*

9 **Seconded:** Selectman Beadle

10 **Vote:** 4 – 0

11 **Motion passed.**  
12

- 13 B. Lake Winnepesaukee Association (LWA) – Pat Tarpey from LWA met with the  
14 Board about their organization being awarded a \$500,000 federal grant to complete  
15 a watershed-based management plan in Center Harbor Bay. The management plan  
16 will help “aid in safeguarding and enhancing water quality in Lake Winnipe-  
17 saukee.” LWA will establish a steering committee for the Center Harbor Bay wa-  
18 tershed management plan and are in search of 2-3 volunteers from neighboring  
19 communities to serve on the committee. First meeting will be on May 21<sup>st</sup> at 4 p.m.  
20

- 21 C. Moultonborough Public Library Memorandum of Understanding (MOU) – the  
22 Board approved an MOU and Cooperative Agreement written in conjunction with  
23 the Library Trustees and Selectmen that would establish duties and responsibilities  
24 of managing the library building.  
25

26 **Motion:** Selectman Quinlan

27 *To approve a Memorandum of Understanding and Cooperative Agreement between*  
28 *the Moultonborough Public Library and Board of Selectmen.*

29 **Seconded:** Selectman Beadle

30 **Vote:** 4 – 0

31 **Motion passed.**  
32

- 33 D. Appointments – Nomination

- 34 i. Moultonborough Conservation Commission Appointments – the Board up-  
35 dated the appointment schedules for a few members on the Conservation  
36 Commission to staggered terms. Board approved the following appoint-  
37 ments. (Note: appointments of the two remaining members, Bill Gassman  
38 and Cynthia O’Connell terms were already staggered.)

- 39 1) Regular Members

- 40 a. Marie Samaha 2-year term (end date May 2026)  
41 b. Max Hoene 3-year term (end date May 2027)  
42 c. Anni Jakobsen 2-year term (end date May 2026)  
43 d. Steve King 3-year term (end date May 2027)

- 44 2) Alternate Members

- 45 a. Jim Nelson 1-year term (end date May 2025)  
46 b. Cornelia Swenson 2-year term (end date May 2026)

1                   **Motion:** Selectman Beadle

2                   *To approve the appointments to the Moultonborough Conservation Com-*  
3                   *mission.*

4                   **Seconded:** Selectman Crawford

5                   **Vote:** 4 – 0

6                   **Motion passed.**

- 7  
8                   ii. Moultonborough Health Officer Nomination – the Board nominated new  
9                   town Building Inspector/Code Enforcement Officer, Jeffrey Blackwell, as  
10                  the town Health Officer. Nomination will be forwarded to the Commis-  
11                  sioner of the NH Department of Health and Human Services.

12  
13                  **Motion:** Selectman Quinlan

14                  *To approve the nomination of our new Building Inspector/Code Enforce-*  
15                  *ment Officer, Jeffrey Blackwell as the town Health Officer.*

16                  **Seconded:** Selectman Crawford

17                  **Vote:** 4 – 0

18                  **Motion passed.**

19  
20           E. Moultonborough Recreation

- 21                  i. Memorial Day Parade & Remembrance Ceremony – the Board approved a  
22                  Recreation Department request to hold a Memorial Day Parade and Re-  
23                  membrance Ceremony on Monday, May 27<sup>th</sup> at 10 a.m., the parade will start  
24                  on Blake Road continue along Route 25 and end at Town Hall.

25  
26                  **Motion:** Selectman Beadle

27                  *To approve the Recreation Department Memorial Day Parade & Remem-*  
28                  *brance Ceremony on Monday, May 27<sup>th</sup>.*

29                  **Seconded:** Selectman Crawford

30                  **Vote:** 4 – 0

31                  **Motion passed.**

- 32  
33           F. Moultonborough Town News – the Board approved the town newsletter that is sent  
34           out with property tax billing.

35  
36                  **Motion:** Selectman Crawford

37                  *To approve the Summer 2024 Moultonborough Town Newsletter.*

38                  **Seconded:** Selectman Beadle

39                  **Vote:** 4 – 0

40                  **Motion passed.**

41  
42   **VI.       OTHER BUSINESS**

- 43           A. New Hampshire Department of Safety (DOS) Public Hearing – the Board received  
44           a request from Shaheen & Gordon, P.A. to hold a public hearing at Town Hall on  
45           June 5<sup>th</sup> at 9 a.m. The hearing will allow for testimony about a petition to DOS on  
46           changing the rafting distance on Braun Bay.

1           **Motion:** Selectman Crawford

2           *To authorize the use of the Ernest Davis Conference Room on Wednesday, June 5<sup>th</sup>*  
3           *at 9 a.m. for the NH Department of Safety to hold a public hearing on revoking the*  
4           *admin rule that allows rafting of boats and anchoring of boats within seventy-five*  
5           *(75) feet of shore at Braun Bay.*

6           **Seconded:** Selectman Quinlan

7           **Vote:** 4 – 0

8           **Motion passed.**

9  
10          B. National Public Works Week Proclamation – Vice Chairman Colby read the proc-  
11          lamation designating the week of May 19 – 25<sup>th</sup>, 2024 as National Public Works  
12          Week. Board thanked the Public Works department for their service to our com-  
13          munity.

14  
15          C. Moultonborough Fire Department – the Board received a burn permit request that  
16          would burn off the community garden site at the Moultonborough Function Hall.  
17          For the Fire Chief to issue the permit the Board must approve as the request is on  
18          town property. Board approved the request.

19  
20           **Motion:** Selectman Quinlan

21           *To waive the requirement in perpetuity for the Fire Chief to obtain Board of Select-*  
22           *men approval to issue a burn permit for the Moultonborough Community Garden,*  
23           *effective immediately.*

24           **Seconded:** Selectman Crawford

25           **Vote:** 4 – 0

26           **Motion passed.**

27  
28   **VII.        CITIZEN INPUT**

29          A. Joe Cormier, Moultonborough Neck Road, discussed no candidates being listed on  
30          the town ballot for the town vote on the Town Treasurer.

31  
32          B. Selectmen Colby and Beadle – this meeting being their last regularly scheduled  
33          meeting before their term end date, Selectmen Quinlan and Crawford thanked them  
34          for their public service.

35  
36   **VIII.       NON-PUBLIC SESSION**

37  
38           **Motion:** Selectman Quinlan

39           *To entered nonpublic session pursuant to RSA 91-A: 3, II (b).*

40           **Seconded:** Selectman Crawford

41           **Vote:** 4 – 0

42           **Motion passed.**

43  
44   **IX.        ADJOURNMENT** – meeting adjourned at 6:06 p.m.

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

2  
3  
4  
5  
6 \_\_\_\_\_  
6 Approved

7 Jon Tolman, Chairman

\_\_\_\_\_  
Date



*Office of Selectmen*  
Town of Moultonborough  
6 Holland Street - PO Box 139  
Moultonborough, NH 03254  
(603) 476-2347 \* Fax (603) 476-5835

### **Board of Selectmen Agenda Report**

**Date:** May 9, 2024

**To:** Board of Selectmen

**From:** Fire Chief David Bengtson

**Subject:** Houston-Galveston Area Council (HGAC) Cooperative Purchasing Program membership.

**Recommended motion:** *"The Select Board accept the recommendation of the fire chief and sign an interlocal contract for cooperative purchasing with the Houston-Galveston Area Council (HGAC) for the purpose of purchasing vehicles, equipment and services for the Town and receiving the benefits of reduced cost through cooperative purchasing."*

**Background:** When procuring fire apparatus, the Town follows a structured process. First, it develops detailed specifications for the desired vehicles. These specifications outline the specific requirements and features needed. Next, the Town advertises a Request for Bids (RFB), inviting potential vendors to submit their bids. During the bid opening, the submitted proposals are evaluated. The bid is then awarded to the vendor that best meets the specifications and compliance criteria. However, a concerning trend has emerged over the past several apparatus purchases: the number of bidders has significantly decreased, with only one or two vendors participating in recent bids. This decline in competition may impact pricing and options available to the Town. Efforts should be made to encourage more vendors to participate and maintain a competitive bidding environment.

**Issue:** The escalating cost of fire apparatus is rapidly approaching, and it may already exceed one million dollars. As responsible stewards of taxpayer funds, it is incumbent upon the Town and Department Heads to explore every available avenue for obtaining these essential vehicles and equipment. HGACBUY—a specialized procurement service that focuses on high-ticket, capital-intensive products and services, particularly in the realms of public safety, public works, and communications. Cooperative purchasing aligns seamlessly with our capital improvement plans, encompassing items such as DPW trucks, equipment, fire apparatus, police vehicles, and communication systems. By leveraging HGACBUY, we can optimize cost-effectiveness while ensuring the delivery of vital services to our residents.

**Fiscal Impact (If any):** Membership in HGAC is nominal, the benefit is saving tens of thousands of dollars on the price of fire apparatus. Attached is a list of New Hampshire cities and towns that are members of HGAC and have made purchases using the cooperative purchasing program.

THIS INTERLOCAL CONTRACT ("Contract"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act"), by and between the Houston-Galveston Area Council, hereinafter referred to as "H-GAC," having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and **Town of Moultonborough (NH)**, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "End User," having its principal place of business at **6 Holland Street Moultonborough, NH 03254**.

**WITNESSETH**

**WHEREAS**, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

**WHEREAS**, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

**WHEREAS**, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

**WHEREAS**, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on **06/06/2024** (Date), and that it desires to contract with H-GAC on the terms set forth below;

**NOW, THEREFORE**, H-GAC and the End User do hereby agree as follows:

**ARTICLE 1: LEGAL AUTHORITY**

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

**ARTICLE 2: APPLICABLE LAWS**

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

**ARTICLE 3: WHOLE AGREEMENT**

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

**ARTICLE 4: PERFORMANCE PERIOD**

The period of this Contract shall be for the balance of the fiscal year of the End User, which began **07/01/2024** and ends **06/30/2025**. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

**ARTICLE 5: SCOPE OF SERVICES**

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through HGACBuy.com and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

## **ARTICLE 6: PAYMENTS**

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC's contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H- GAC contractor.

## **ARTICLE 7: CHANGES AND AMENDMENTS**

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

## **ARTICLE 8: TERMINATION PROCEDURES**

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC's contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

## **ARTICLE 9: SEVERABILITY**

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

## **ARTICLE 10: FORCE MAJEURE**

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.

## **ARTICLE 11: VENUE**

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

## **THIS INSTRUMENT HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:**

### **Town of Moultonborough (NH)**

Name of End User (local government, agency, or non-profit corporation)

**6 Holland Street**

Mailing Address

**Moultonborough, NH 03254**

City, State ZIP Code

Signature of chief elected or appointed official | Date

**Jonathan Tolman, Select Board Chairman**

Typed Name & Title of Signatory

### **Houston-Galveston Area Council**

3555 Timmons Lane, Suite 120, Houston, TX  
77027

By:

Executive Director

Date:



### **END USER DATA**

Please sign and return the Interlocal Contract, along with this completed form, to H-GAC by emailing it to [cpcontractfax@h-gac.com](mailto:cpcontractfax@h-gac.com) or by faxing it to 713-993-2424. The contract may also be mailed to:

**H-GAC Cooperative Purchasing Program**  
**P.O. Box 22777, Houston, TX 77227-2777**

Name of End User Agency: **Town of Moultonborough (NH)** County Name: **Carroll**

Mailing Address: **P.O. Box 139 Moultonborough, NH 03254**

Main Telephone Number: **603-476-2347** FAX Number: **603-476-5835**

Physical Address: **6 Holland Street, Moultonborough, NH 03254**

Web Site Address: **[www.moultonboroughnh.gov](http://www.moultonboroughnh.gov)**

---

Official Contact: **Charles Smith**

Mailing Address: **P.O. Box 139**

**Moultonborough, NH 03254**

Title: **Town Administrator**

Ph No.: **603-476-2347**

FX No.: **603-476-5835**

E-Mail Address:

**[csmith@moultonboroughnh.gov](mailto:csmith@moultonboroughnh.gov)**

Authorized Official: **Jonathan Tolman**

Mailing Address: **P.O. Box 139**

**Moultonborough, NH 03254**

Title: **Select Board Chairman**

Ph No.: **603-476-2347**

FX No.: **603-476-5835**

E-Mail Address:

**[jtolman@moultonboroughnh.gov](mailto:jtolman@moultonboroughnh.gov)**

Authorized Official: **David Bengtson**

Mailing Address: **P.O. Box 446**

**Moultonborough, NH 03254**

Title: **Fire Chief**

Ph No.: **603-476-5658**

FX No.: **603-476-2738**

E-Mail Address:

**[dbengtson@moultonboroughnh.gov](mailto:dbengtson@moultonboroughnh.gov)**

Authorized Official: **Chris Theriault**

Mailing Address: **P.O. Box 139**

**Moultonborough, NH 03254**

Title: **DPW Director**

Ph No.: **603-476-5658**

FX No.: **603-476-5835**

E-Mail Address:

**[ctheriault@moultonboroughnh.gov](mailto:ctheriault@moultonboroughnh.gov)**

Authorized Official: **Peter Beede**

Mailing Address: **P.O. Box 121**

**Moultonborough, NH 03254**

Title: **Police Chief**

Ph No.: **603-476-2400**

FX No.: **603-476-2657**

E-Mail Address:

**[pbeede@moultonboroughnh.gov](mailto:pbeede@moultonboroughnh.gov)**

## COMPLETING AND EXECUTING THE ILC PROCESS

### Step 1 (complete)

Thank you for completing this step. A PDF copy of the ILC document will be delivered to the email address entered.

### Step 2

Secure a signature by the individual identified as the Authorized Official to contractually bind your entity.

### Step 3

Scan and email a copy of the contract to H-GAC at [cpcontractfax@h-gac.com](mailto:cpcontractfax@h-gac.com), or fax it to 713-993-2424.

The contract may also be mailed to:

**H-GAC Cooperative Purchasing Program**

PO Box 22777

Houston, TX 77227-2777

If you require an original signed contract, please print, sign, and mail two (2) sets of the ILC documents.

### Step 4

H-GAC will execute the contract and return a copy to you electronically.

| Agency Name                                 | County              | City                    | State                | Entity Type            |
|---|---------------------|-------------------------|----------------------|------------------------|
| City of Concord (NH)                        | Out of State        | Concord                 | New Hampshire        | City                   |
| City of Dover (NH)                          | Out of State        | Dover                   | New Hampshire        | City                   |
| <b>City of Franklin (NH)</b>                | <b>Out of State</b> | <b>Franklin</b>         | <b>New Hampshire</b> | <b>City</b>            |
| <b>City of Keene (NH)</b>                   | <b>Out of State</b> | <b>Keene</b>            | <b>New Hampshire</b> | <b>City</b>            |
| <b>City of Laconia (NH)</b>                 | <b>Belknap</b>      | <b>Laconia</b>          | <b>New Hampshire</b> | <b>City</b>            |
| City of Manchester (NH)                     | Out of State        | Manchester              | New Hampshire        | City                   |
| City of Nashua (NH)                         | Out of State        | Nashua                  | New Hampshire        | City                   |
| City of Rochester (NH)                      | STRAFFORD           | Rochester               | New Hampshire        | City                   |
| Spofford Fire District (NH)                 | Out of State        | Spofford                | New Hampshire        | FD, or RFPD            |
| The Plus Company, Inc. (NH)                 | Out of State        | Nashua                  | New Hampshire        | Non-Profit 501 ( c ) 3 |
| <b>Tilton-Northfield Fire District (NH)</b> | <b>Out of State</b> | <b>Tilton</b>           | <b>New Hampshire</b> | <b>FD, or RFPD</b>     |
| <b>Town of Barnstead (NH)</b>               | <b>Out of State</b> | <b>Center Barnstead</b> | <b>New Hampshire</b> | <b>City</b>            |
| Town of Brookline (NH)                      | Hillsborough        | Brookline               | New Hampshire        | City                   |
| Town of Canterbury (NH)                     | Merrimack           | Canterbury              | New Hampshire        | City                   |
| Town of Derry (NH)                          | Out of State        | Derry                   | New Hampshire        | City                   |
| <b>Town of Gilmanston (NH)</b>              | <b>belknap</b>      | <b>Gilmanton IW</b>     | <b>New Hampshire</b> | <b>City</b>            |
| Town of Goffstown (NH)                      | Out of State        | Goffstown               | New Hampshire        | City                   |
| Town of Henniker (NH)                       | Out of State        | Henniker                | New Hampshire        | City                   |
| <b>Town of Holderness(NH)</b>               | <b>Grafton</b>      | <b>Holderness</b>       | <b>New Hampshire</b> | <b>Other</b>           |
| Town of Hooksett (NH)                       | Out of State        | Hooksett                | New Hampshire        | City                   |
| Town of Hopkinton (NH)                      | Out of State        | Hopkinton               | New Hampshire        | City                   |
| Town of Hudson (NH)                         | Out of State        | Hudson                  | New Hampshire        | City                   |
| Town of Merrimack (NH)                      | Hillsborough        | Merrimack               | New Hampshire        | City                   |
| Town of New Boston (NH)                     | Hillsborough        | NEW BOSTON              | New Hampshire        | City                   |
| Town of Nottingham New Hampshire (NH)       | Rockingham          | Nottingham              | New Hampshire        | City                   |
| Town of Pelham (NH)                         | Out of State        | Pelham                  | New Hampshire        | City                   |
| Town of Salem (NH)                          | Out of State        | Salem                   | New Hampshire        | City                   |
| Town of Tamworth (NH)                       | Carroll             | Tamworth                | New Hampshire        | City                   |
| Town of Warner (NH)                         | Out of State        | Warner                  | New Hampshire        | City                   |
| Town of Winchester (NH)                     | Out of State        | Winchester              | New Hampshire        | City                   |
| Town of Windham (NH)                        | Out of State        | Windham                 | New Hampshire        | City                   |

Lakes Region Mutual Fire Aid Towns Using HGAC

**Moultonborough Public Works  
Staff Report  
Roadside Mowing Services (Summer 2024)**

**May 9, 2024**



**Background:** As part of the DPW budget, the Highway Department contracts Roadside Mowing Services.

**Issue:** The highway department contracts the roadside mowing services to perform approximately 57 miles worth of roadside mowing within the Town's R.O.W.

**Discussion:** Randolph Frye has been providing roadside mowing services for the Town since 2019. DPW has approached Mr. Frye to extend his contract an additional year and the Contractor has requested a 5% increase from the 2021 contract for the Summer 2024 mowing season.

**Fiscal Impact:** The Public Works FY2025 DPW HWY-Mowing Roads Services budget has a line item for Roadside Mowing (\$36,000).

**Recommendation:** The Board of Selectmen approve the request as follows: "Motion to waive the bidding requirements and extend the Roadside Mowing Services Contract for one year (2024) in the amount of \$37,800 with Randolph Frye of Moultonborough, NH."

**Prepared by:** Christopher Theriault, Director of Public Works.

**TOWN OF MOULTONBOROUGH, NH  
PUBLIC WORKS DEPARTMENT**

**ROADSIDE MOWING SERVICES CONTRACT  
SUMMER 2024**

The Town of Moultonborough, acting by and through its Public Works Director/Highway Agent, herewith enters into an agreement for Roadside Mowing Services during the summer of 2024 to perform approximately 57 miles worth of roadside mowing within the Town's R.O.W.

**Randolf Frye**, the owner of the equipment leased to the Town shall provide the operator(s) to perform those functions as identified herein.

**Terms defined:**

**"Town,"** shall hereafter mean the Town of Moultonborough, corporate body politic, acting by and through its Public Works Director/Highway Agent.

**"Contractor,"** shall hereafter mean the firm or individual owner of the equipment.

**Conditions:**

1. Contractor and Town agree that any physical damage to Contractor's equipment is the responsibility of the Contractor.
2. Contractor Invoicing shall be submitted bi-weekly according to the Town of Moultonborough billing cycle. Payment will be made on a cost/mile basis determined by total miles completed during each billing cycle. Cost per mile shall be determined by taking the not to exceed dollar amount for each year divided by 57 (total mile). In addition, any mileage not mowed during each season ( i.e. less than 57 miles) shall result in work not performed and shall not be subject to final billing up to the not to exceed dollar amount or an encumbrance to complete the work in the following year.
3. Mowing shall commence no earlier than July 1st and shall be completed by September 30th of each year.
4. Shoulder mowing cuts will include a 15-foot cut on all roads immediately adjacent to the driving surface on both sides of the roadway with a minimum of 8 feet in those areas that do not allow a full cut.
5. Quality Control Targets: All vegetation including up to 1" in diameter must be mowed to a maximum of 5" in height.
6. The Contractor shall ensure that all equipment and operators are lawfully registered and licensed, and comport to all NHDMV rules and regulations relative to the operation of commercial vehicle operations, i.e. CDL licensing, Medical Cards. Failure to comply will result in immediate termination of said contract.
7. The Contractor shall mobilize its Roadside mowing equipment within seventy-two (72) hours of being notified to do so. Said equipment shall remain in continuous operation, suitable to the working conditions, with due diligence until the Town notifies the Contractor to cease operations.
8. This agreement may be terminated by (a) mutual agreement of the parties, (b) the Town for a failure of the Contractor to mobilize as directed or (c) either party for a breach of

the contract by the other. The party seeking to terminate the contract under section (c) must provide notice to the other party of the alleged breach and their intent to terminate and must allow a reasonable period of time to cure the breach. In the event that a party breaches and cures the contract on three occasions, to the continuing detriment of the other, the party in breach may be given a final notice termination notice by the other party.

Special Agreements relating to rates, transportation, work delays, etc.:


**Total Value of Contract is payable according to the following schedule:**

**Payment Schedule for 2024: Not to Exceed Value of \$37,800 payable as noted herein.**

On proper signature, the preceding contract agreement shall be valid for a period of one (1) year or until terminated in accordance, with the terms of this agreement

All notices required or permitted under this Agreement shall be in writing and considered properly served if they are delivered by hand or certified mail with return receipt requested to the Contractor or to the Public Works Director/Highway Agent in the case of the Town to the address listed herein or such other address as shall from time to time be established in writing by one party to the other as its new address. Notices shall be considered received upon the day of hand delivery or, in the instance of mail delivery, upon three business days having expired after the date of mailing.

**Executed for Owner or Contractor:**

by:   
(name)

its: OWNER  
(title)

Mail Address: P.O. BOX 631  
Moultonborough, NH 03254

date: 5/9/24

**Executed for Town of Moultonborough, NH:**

by:   
Chris Theriault

its: Public Works Director

Mail Address: P.O. Box 139  
Moultonborough, NH 03254

date: 5/9/2024

**Approved:**

(town seal)

by: \_\_\_\_\_  
TOWN (Authorized Signature)

date: \_\_\_\_\_

RECEIVED

MAR 15 2024

TOWN OF  
MOULTON BOROUGH

APPLICATION FEE \$25.00

FEE PAID \_\_\_\_\_ DATE \_\_\_\_\_

**TOWN OF MOULTONBOROUGH**

**Application Requesting Restoration of Involuntarily Merged Lots  
Pursuant to NH RSA 674:39-aa**

P.O. Box 139, Moultonborough, NH 03254

Tel.: 603-476-2347

**Contact Information (current or address valid for next 30 days):**

Name (print): Lynn White Tel: 603-476-2958  
Street: 95 Watson Shore Rd Cell (Optional): same  
Town/City: Moultonborough Zip Code: 03254  
Electronic Mail (optional): LWhite3358@Comcast.Net

**Information – Lot/Parcels Involved:**

Lot/Parcel Information for each: 1) Map 254 Lot 19 2) Map \_\_\_\_\_ Lot \_\_\_\_\_  
3) Map \_\_\_\_\_ Lot \_\_\_\_\_ 4) Map \_\_\_\_\_ Lot \_\_\_\_\_

Address: Beede Road

Owner's Statement describing how, why and when the lots were merged by the Town  
(information is intended to assist all parties included in the review) – if more space is  
needed, please attach an additional page.

Merged by Town October 15 1985 see letter  
Attached Dated July 2 1987

Owner is invited to include any supporting information, if any, to accompany this  
application. If additional information is supplied, please describe it briefly so its existence is  
duly noted:

Involuntary Merger – Caused by - Please Mark the one that most applies:

Zoning Purposes: \_\_\_\_\_ Assessing Purposes: \_\_\_\_\_ Taxation Purposes: \_\_\_\_\_

Completed Applications should be filed in the Land Use Department.

# Office of Selectmen

Post Office Box 139

Moultonborough, N.H. 03254

(603) 476-2347

July 2, 1987

Edward R. & Mildred K. Gardner  
231 Willow St.  
Manchester, NH. 03103

Re: Lots 6-9 (Map 6 Lots 51-54)  
Lots 1-3 (Map 6 Lots 46-48)

NOW: Map 6 Lot 51  
NOW: Map 6 Lot 46

- ML 254-022  
- ML 254-019

Dear Mr. & Mrs. Gardner,

The voters of the Town of Moultonborough at a Special Town Meeting on October 15, 1985 approved a Zoning Ordinance for the Town of Moultonborough. Within this approved ordinance there is a paragraph that states "nonconforming lots which are contiguous and under the same ownership may be developed only with the adjacent lot(s)". This is known with the state statutes as the doctrine of merger,

If one of your nonconforming lots should be sold it would constitute an illegal subdivision that could prove expensive to correct.

In the future you will be receiving only ONE property tax bill for the above mentioned lots because we have combined your nonconforming lots into one lot. The combined lots may be developed or sold as one lot or application may be made to the Planning Board for sub-division.

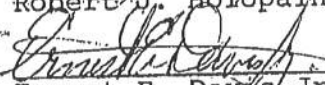
Enclosed is a copy of the ordinance approved by the Town on a vote of 532 yes and 193 no. The information contained within this pamphlet will explain to you what constitutes a nonconforming lot.


Any questions that you may have regarding this matter will be gladly answered by this office.

Sincerely,

  
Robert J. Holopainen, Chairman

Selectmen of Moultonborough

  
Ernest E. Davis, Jr.

  
Richard A. Wakefield

COMBINING OF LOTS  
PER ZONING ORDINANCE OF  
OCTOBER 15, 1985

|     |                 |     |                 |         |                 |
|-----|-----------------|-----|-----------------|---------|-----------------|
| MAP | <u>6</u>        | LOT | <u>47</u>       | ACCT NO | <u>G00370</u>   |
| MAP | <u>6</u>        | LOT | <u>48</u>       | ACCT NO | <u>G00360</u>   |
| MAP | <u>        </u> | LOT | <u>        </u> | ACCT NO | <u>        </u> |
| MAP | <u>        </u> | LOT | <u>        </u> | ACCT NO | <u>        </u> |

(CHARGES)  
PLEASE MOVE ALL PROPERTY TAX PAYMENTS FROM THE ABOVE  
ACCOUNTS TO THE FOLLOWING ACCT NO. G00380 (Gardner) 6-46

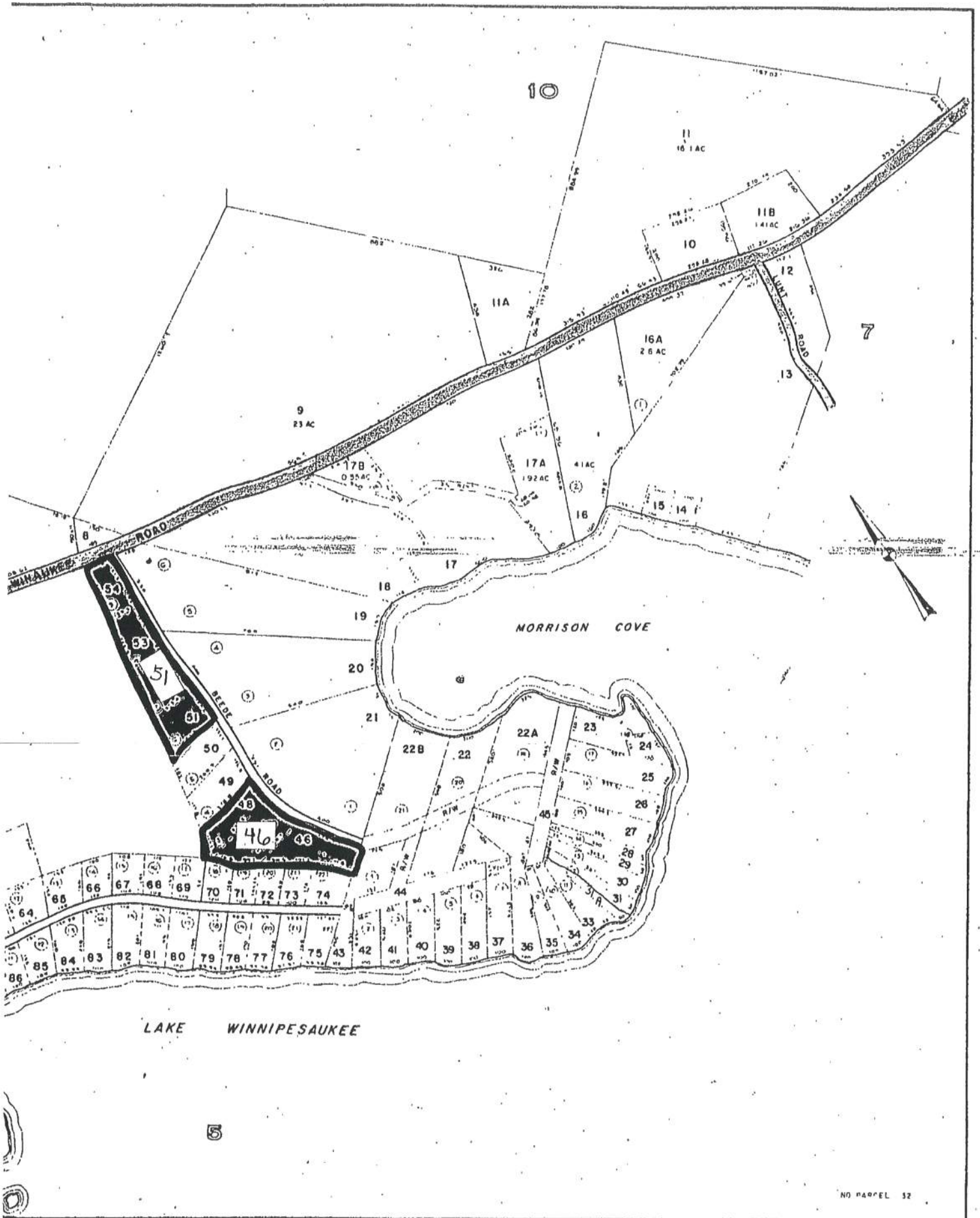
DATE June 30, 1987

COMBINING OF LOTS  
PER ZONING ORDINANCE OF  
OCTOBER 15, 1985

|     |                   |     |                   |         |                   |
|-----|-------------------|-----|-------------------|---------|-------------------|
| MAP | <u>6</u>          | LOT | <u>52</u>         | ACCT NO | <u>G00410</u>     |
| MAP | <u>855455</u>     | LOT | <u>53</u>         | ACCT NO | <u>G00400</u>     |
| MAP | <u>6</u>          | LOT | <u>54</u>         | ACCT NO | <u>G00420</u>     |
| MAP | <u>          </u> | LOT | <u>          </u> | ACCT NO | <u>          </u> |

(CHARGES)  
PLEASE MOVE ALL PROPERTY TAX PAYMENTS FROM THE ABOVE  
ACCOUNTS TO THE FOLLOWING ACCT NO. G00390 (Gardner) 6-51

DATE June 30, 1987



P 268 899 111  
**RECEIPT FOR CERTIFIED MAIL**


NO INSURANCE COVERAGE PROVIDED

NOT FOR INTERNATIONAL MAIL

(See Reverse)

★ U.S.G.P.O. 1985-480-794

PS Form 3800, June 1985

|  |                 |
|--|-----------------|
| Sent to <b>GARDNER</b>   |                 |
| Street and No.   |                 |
| P.O., State and ZIP Code   |                 |
| Postage  | \$ <b>39</b>    |
| Certified Fee  | <b>1.45</b>     |
| Special Delivery Fee   |                 |
| Restricted Delivery Fee  |                 |
| Return Receipt showing to whom and Date Delivered  |                 |
| Return Receipt showing to whom, Date, and Address of Delivery  |                 |
| TOTAL Postage and Fees   | \$ <b>53.84</b> |
| Postmark or Date<br> |                 |

RECEIVED

MAR 15 2024

TOWN OF  
MOULTONBOROUGH

APPLICATION FEE \$25.00

FEE PAID \_\_\_\_\_ DATE \_\_\_\_\_

**TOWN OF MOULTONBOROUGH**

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Pursuant to NH RSA 674:39-aa**

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Tel.: 603-476-2347

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Street: 95 Watson Shore Rd Cell (Optional): 603-494-2958

Town/City: Moultonborough Zip Code: 03254

Electronic Mail (optional): LWhite3358@Comcast.Net

**Information – Lot/Parcels Involved:**

Lot/Parcel Information for each: 1) Map 254 Lot 22 2) Map \_\_\_\_\_ Lot \_\_\_\_\_

3) Map \_\_\_\_\_ Lot \_\_\_\_\_ 4) Map \_\_\_\_\_ Lot \_\_\_\_\_

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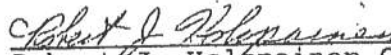
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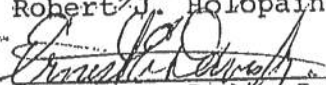
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Ernest E. Davis, Jr.

  
Richard A. Wakefield

COMBINING OF LOTS  
PER ZONING ORDINANCE OF  
OCTOBER 15, 1985

|     |                 |     |                 |         |                 |
|-----|-----------------|-----|-----------------|---------|-----------------|
| MAP | <u>6</u>        | LOT | <u>47</u>       | ACCT NO | <u>G00370</u>   |
| MAP | <u>6</u>        | LOT | <u>48</u>       | ACCT NO | <u>G00360</u>   |
| MAP | <u>        </u> | LOT | <u>        </u> | ACCT NO | <u>        </u> |
| MAP | <u>        </u> | LOT | <u>        </u> | ACCT NO | <u>        </u> |

(CHARGES)  
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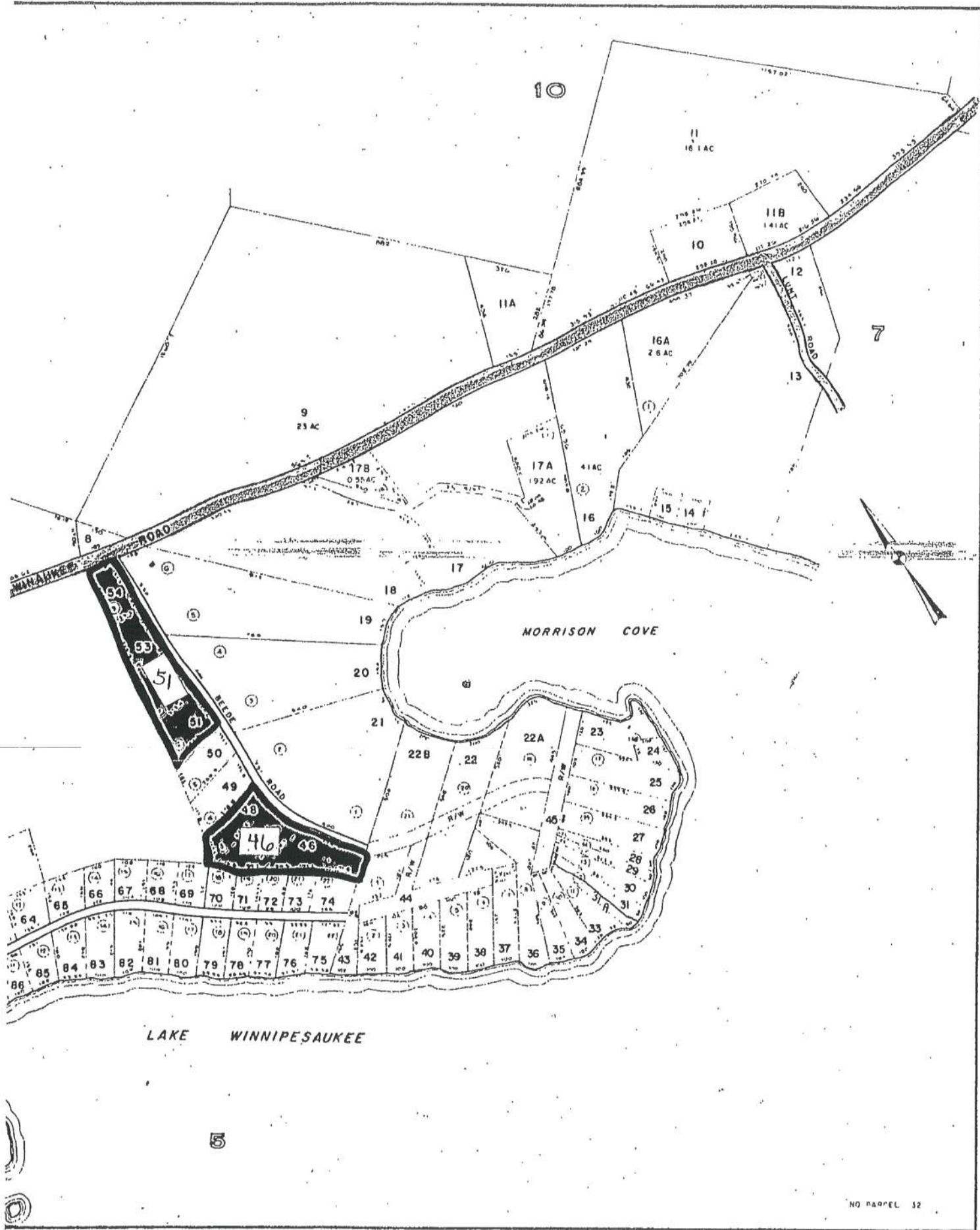
DATE June 30, 1987

COMBINING OF LOTS  
PER ZONING ORDINANCE OF  
OCTOBER 15, 1985

|     |                 |     |                 |         |                 |
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| MAP | <u>        </u> | LOT | <u>        </u> | ACCT NO | <u>        </u> |

(CHARGES)  
PLEASE MOVE ALL PROPERTY TAX PAYMENTS FROM THE ABOVE  
ACCOUNTS TO THE FOLLOWING ACCT NO. G00390 (Gardner) 651

DATE June 30, 1987



P 268 899 111  
**RECEIPT FOR CERTIFIED MAIL**

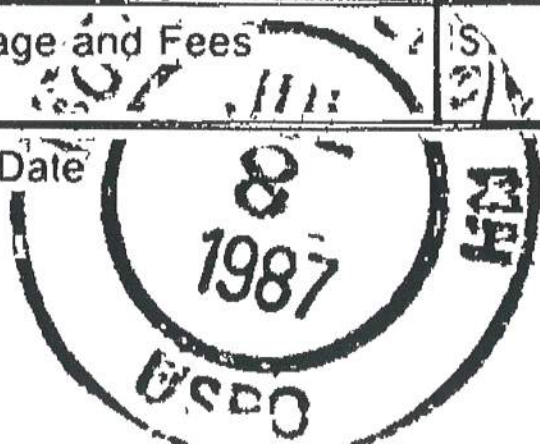
NO INSURANCE COVERAGE PROVIDED

NOT FOR INTERNATIONAL MAIL

(See Reverse)

★ U.S.G.P.O. 1985-480-794

PS Form 3800, June 1985

|  |                 |
|--|-----------------|
| Sent to <b>CARDNER</b>   |                 |
| Street and No.   |                 |
| P.O., State and ZIP Code   |                 |
| Postage  | \$ <b>39</b>    |
| Certified Fee  | <b>1.45</b>     |
| Special Delivery Fee   |                 |
| Restricted Delivery Fee  |                 |
| Return Receipt showing<br>to whom and Date Delivered   |                 |
| Return Receipt showing to whom,<br>Date, and Address of Delivery   |                 |
| TOTAL Postage and Fees   | \$ <b>21.84</b> |
| Postmark or Date<br> |                 |

10/11/88

TAX WARRANT  
DOULTONBOROUGH

2nd BILLING- 1988

PAGE 243

| TAXPAYER<br>NAME & ADDRESS  | LOCATION/DESCRIPTION<br>ACCT # RES TYPE USE  | ASSESSMENT<br>CODE VALUE             | EXEMPTION<br>CODE AMOUNT       | TAXES & CREDITS   | STATUS |
|---|--|--------------------------------------|--------------------------------|---|--------|
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET<br>MANCHESTER, NH 03101                    | 150FT MORRISON COVE<br>DWG/GARAGE/SHED<br>G00350 P1 N 01 00<br>PROP-ID 006-021-000-          | L 199,100<br>B 50,200<br>TOT 249,300 | GROSS<br>CREDIT<br>NET 249,300 | 2,022.00<br>FIRST<br>SECOND<br>PAYMNT<br>NET TAX 2,022.00 DUE NOW | 1:     |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET<br>MANCHESTER, NH 03103                    | LOTS 1-3 ONE LOT<br>ONE LOT 6/87 PER ZONING<br>G00380 P1 N 02 00<br>PROP-ID 006-046-000-     | L 19,000<br>B 0<br>TOT 19,000        | GROSS<br>CREDIT<br>NET 19,000  | 154.00<br>FIRST<br>SECOND<br>PAYMNT<br>NET TAX 154.00 DUE NOW     |        |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET<br>MANCHESTER, NH 03103                    | MORRISON COVE 6-9 LT<br>ONE LOT 6/87 PER ZONING<br>G00390 P1 N 02 01<br>PROP-ID 006-051-000- | L 19,300<br>B 0<br>TOT 19,300        | GROSS<br>CREDIT<br>NET 19,300  | 157.00<br>FIRST<br>SECOND<br>PAYMNT<br>NET TAX 157.00 DUE NOW     |        |
| GARDNER, LEONARD C & JILL N<br>PO BOX 1258<br>CENTRE HARBOR, NH 03226                         | CONDO UNIT 48A<br>JONATHAN'S LANDING<br>G00430 P1 Y 03 00<br>PROP-ID 002-00A-048-            | L 30,000<br>B 184,600<br>TOT 214,600 | GROSS<br>CREDIT<br>NET 214,600 | 1,740.00<br>FIRST<br>SECOND<br>PAYMNT<br>NET TAX 1,740.00 DUE NOW |        |
| GARDNER, LEONARD C & JILL N<br>PO BOX 1258<br>CENTRE HARBOR, NH 03226                         | BOAT SLIP 2<br>JONATHAN'S LANDING<br>G00440 P1 Y 05 01<br>PROP-ID 02A-BSL-002-               | L 0<br>B 15,000<br>TOT 15,000        | GROSS<br>CREDIT<br>NET 15,000  | 122.00<br>FIRST<br>SECOND<br>PAYMNT<br>NET TAX 122.00 DUE NOW     |        |
| GARDNER, ROBERT K & MARY P<br>40 EUCLID AVENUE<br>QUINCY, MA 02169                            | LOT 576<br>DWG<br>G00450 P1 N 01 00<br>PROP-ID 083-053-000-                                  | L 16,000<br>B 45,700<br>TOT 61,700   | GROSS<br>CREDIT<br>NET 61,700  | 500.00<br>FIRST<br>SECOND<br>PAYMNT<br>NET TAX 500.00 DUE NOW     |        |
| GARGALOWITZ, RONALD A & CAROLE<br>6 DELPHI CIRCLE<br>ANDOVER, MA 01810                        | LOT 8 BLOCK N SEC 2<br>LAND & BLDG<br>G00460 P1 N 01 00<br>PROP-ID 082-365-000-              | L 16,000<br>B 39,000<br>TOT 55,000   | GROSS<br>CREDIT<br>NET 55,000  | 446.00<br>FIRST<br>SECOND<br>PAYMNT<br>NET TAX 446.00 DUE NOW     |        |
| GARNETT POINT TRUST V<br>BRUCE VAN FLEET, TRUSTEE<br>RED HILL ROAD<br>CENTRE HARBOR, NH 03226 | HUSTON LT A & GARAGE<br>H01290 P1 Y 13 01<br>PROP-ID 036-004-000-                            | L 38,700<br>B 77,700<br>TOT 116,400  | GROSS<br>CREDIT<br>NET 116,400 | 944.00<br>FIRST<br>SECOND<br>PAYMNT<br>NET TAX 944.00 DUE NOW     |        |
| GARRARD, ARNOLD F ET UX<br>21 CUMBERLAND ROAD<br>ROADING, MA 01867                            | UTILITY LOCKER A46<br>W/DRY STACK<br>H00063 P1 N 14 00<br>PROP-ID 001-075-UL-A46             | L 3,500<br>B 12,000<br>TOT 15,500    | GROSS<br>CREDIT<br>NET 15,500  | 126.00<br>FIRST<br>SECOND<br>PAYMNT<br>NET TAX 126.00 DUE NOW     |        |

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MOULTONBOROUGH

2nd BILLING- 1986

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| TAXPAYER<br>NAME & ADDRESS   | LOCATION/DESCRIPTION<br>ACCT # RES TYPE USE   | ASSESSMENT<br>CODE VALUE             | EXEMPTION<br>CODE AMOUNT | TAXES & CREDITS                              | STATUS  |
|--|---|--------------------------------------|--------------------------|--|---|
| GARDNER, LEONARD C & JILL N<br>PO BOX 1258<br>CENTRE HARBOR, NH 03226  | CONDO UNIT 48A<br>JONATHANS LANDING<br>G00430 PI Y 03 00<br>PROP-ID 002-00A-048-      | L 50,000<br>B 164,600<br>TOT 214,600 |                          | GROSS 1,201.76<br>CREDIT<br>NET TAX 1,201.76 | FIRST 852.<br>SECOND 349.<br>PAYMNT -852.<br>DUE NOW 349. |
| GARDNER, LEONARD C & JILL N<br>PO BOX 1258 <del>445</del><br><i>Mouet. 03254</i><br>CENTRE HARBOR, NH <del>03226</del> | BOAT SLIP 2<br>JONATHANS LANDING<br>G00440 PI Y 05 01<br>PROP-ID 02A-BSL-002-         | L 0<br>B 15,000<br>TOT 15,000        |                          | GROSS 84.00<br>CREDIT<br>NET TAX 84.00       | FIRST 54.<br>SECOND 29.<br>PAYMNT -54.<br>DUE NOW 29.     |
| GARDNER, ROBERT K & MARY P<br>40 EUCLID AVENUE<br>QUINCY, MA 02169   | LOT 576 & BLDG<br>G00450 PI N 01 00<br>PROP-ID 083-053-000-                           | L 16,000<br>B 45,700<br>TOT 61,700   |                          | GROSS 345.52<br>CREDIT<br>NET TAX 345.52     | FIRST 189.<br>SECOND 156.<br>PAYMNT -189.<br>DUE NOW 156. |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW ST<br>MANCHESTER, NH 03101   | 150FT MORRISON COVE<br>LOTS 1 & 2 & BLDG<br>G00350 PI N 01 00<br>PROP-ID 006-021-000- | L 199,100<br>B 50,200<br>TOT 249,300 |                          | GROSS 1,396.08<br>CREDIT<br>NET TAX 1,396.08 | FIRST 644.<br>SECOND 752.<br>PAYMNT<br>DUE NOW 1396.      |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET<br>MANCHESTER, NH 03103   | MORRISON COVE BK LOT<br>G00360 PI N 02 01<br>PROP-ID 006-048-000-                     | L 12,800<br>B 0<br>TOT 12,800        |                          | GROSS 71.68<br>CREDIT<br>NET TAX 71.68       | FIRST 10.<br>SECOND 60.<br>PAYMNT<br>DUE NOW 71.          |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET<br>MANCHESTER, NH 03103   | MORRISON COVE BK LOT<br>G00370 PI N 02 01<br>PROP-ID 006-047-000-                     | L 15,400<br>B 0<br>TOT 15,400        |                          | GROSS 86.24<br>CREDIT<br>NET TAX 86.24       | FIRST 10.<br>SECOND 75.<br>PAYMNT<br>DUE NOW 86.          |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET<br>MANCHESTER, NH 03103   | MORRISON COVE BK LOT<br>G00380 PI N 02 01<br>PROP-ID 006-046-000-                     | L 15,400<br>B 0<br>TOT 15,400        |                          | GROSS 86.24<br>CREDIT<br>NET TAX 86.24       | FIRST 10.<br>SECOND 75.<br>PAYMNT<br>DUE NOW 86.          |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET<br>MANCHESTER, NH 03103   | MORRISON COVE BK LOT<br>G00390 PI N 02 01<br>PROP-ID 006-051-000-                     | L 13,700<br>B 0<br>TOT 13,700        |                          | GROSS 76.72<br>CREDIT<br>NET TAX 76.72       | FIRST 10.<br>SECOND 65.<br>PAYMNT<br>DUE NOW 76.          |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET<br>MANCHESTER, NH 03103   | MORRISON COVE BK LOT<br>G00400 PI N 02 01<br>PROP-ID 006-053-000-                     | L 13,700<br>B 0<br>TOT 13,700        |                          | GROSS 76.72<br>CREDIT<br>NET TAX 76.72       | FIRST 5.<br>SECOND 71.<br>PAYMNT<br>DUE NOW 76.           |

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TAX WARRANT  
MOULTONBOROUGH

PAGE

2nd BILLING- 1986

| TAXPAYER<br>NAME & ADDRESS   | LOCATION/DESCRIPTION<br>ACCT # RES TYPE USE   | ASSESSMENT<br>CODE VALUE           | EXEMPTION<br>CODE AMOUNT | TAXES & CREDITS                              | STA                                  |
|--|---|------------------------------------|--------------------------|--|--------------------------------------|
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET<br>MANCHESTER, NH 03103 | MORRISON COVE BK LOT<br>G00410 P1 N 02 01<br>PROP-ID 006-052-000-                             | L 13,700<br>B 0<br>TOT 13,700      |                          | GROSS 76.72<br>CREDIT<br>NET TAX 76.72       | FIRST<br>SECOND<br>PAYMNT<br>DUE NOW |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET<br>MANCHESTER, NH 03103 | MORRISON COVE BK LOT<br>G00420 P1 N 02 01<br>PROP-ID 006-054-000-                             | L 12,800<br>B 0<br>TOT 12,800      |                          | GROSS 71.68<br>CREDIT<br>NET TAX 71.68       | FIRST<br>SECOND<br>PAYMNT<br>DUE NOW |
| GARGALOWITZ, RONALD A & CAROLE<br>6 DELPHI CIRCLE<br>ANDOVER, MA 01810     | LOT 8 BLOCK N SEC 2<br>LAND & BLDG<br>G00460 P1 N 01 00<br>PROP-ID 087-365-000-               | L 16,000<br>B 39,000<br>TOT 55,000 |                          | GROSS 308.00<br>CREDIT<br>NET TAX 308.00     | FIRST<br>SECOND<br>PAYMNT<br>DUE NOW |
| CARVEY, JAMES R & NANCY J<br>27 SUNLAND DRIVE<br>HUDSON, NH 03051          | 1/29 INT COMMON AREA<br>KANASATKA ALSO OTHERS<br>L00110 P1 N 02 00<br>PROP-ID 047-088-000-013 | L 0<br>B 0<br>TOT 0                |                          | GROSS .00<br>CREDIT<br>NET TAX .00           | FIRST<br>SECOND<br>PAYMNT<br>DUE NOW |
| CARVEY, JAMES R & NANCY J<br>27 SUNLAND DRIVE<br>HUDSON, NH 03051          | KILWOOD LT 2 & BLDG<br>L00120 P1 N 01 01<br>PROP-ID 047-102-000-                              | L 17,300<br>B 47,200<br>TOT 64,500 |                          | GROSS 361.20<br>CREDIT<br>NET TAX 361.20     | FIRST<br>SECOND<br>PAYMNT<br>DUE NOW |
| CASDARRO, ANTHONY<br>22 STEPHENS RD<br>LEOMINSTER, MA 01453                | WEST PT LOT 15<br>G00480 P1 N 02 00<br>PROP-ID 005-187-000-                                   | L 21,100<br>B 0<br>TOT 21,100      |                          | GROSS 118.16<br>CREDIT<br>NET TAX 118.16     | FIRST<br>SECOND<br>PAYMNT<br>DUE NOW |
| CASPAR, STEPHEN & KATHLEEN<br>261 BULLOCK RD<br>E FREETOWN, MA 02717       | ORTON BK LOT 50<br>LAND & BLDG<br>G00490 P1 N 01 00<br>PROP-ID 023-112-000-                   | L 22,500<br>B 28,500<br>TOT 51,000 |                          | GROSS 285.60<br>CREDIT<br>NET TAX 285.60     | FIRST<br>SECOND<br>PAYMNT<br>DUE NOW |
| CASSER, BERNARD & TONI<br>31 CARRIAGE LANE<br>BEDFORD, NH 03102            | 105FT LOT 2A<br>G00500 P1 N 02 00<br>PROP-ID 002-011-A -                                      | L 194,400<br>B 0<br>TOT 194,400    |                          | GROSS 1,088.64<br>CREDIT<br>NET TAX 1,088.64 | FIRST<br>SECOND<br>PAYMNT<br>DUE NOW |
| GATELY, GEORGE W & PATRICIA<br>1 SUMMIT STREET<br>WOBURN, MA 01801         | LOT 654 & BLDG<br>G00502 P1 N 01 00<br>PROP-ID 082-014-000-                                   | L 16,000<br>B 57,700<br>TOT 73,700 |                          | GROSS 412.72<br>CREDIT<br>NET TAX 412.72     | FIRST<br>SECOND<br>PAYMNT<br>DUE NOW |

STAPLES

11/25/87

TAX WARRANT  
MOUNTAINBOROUGH

2nd BILLING- 1987

PAID

| TAXPAYER<br>NAME & ADDRESS                         | LOCATION/DESCRIPTION<br>ACCT # RES TYPE USE     | ASSESSMENT<br>CODE VALUE | EXEMPTION<br>CODE AMOUNT | TAXES & CREDITS  |
|--|---|--------------------------|--------------------------|--|
| CANONG, PAUL E & HELEN E<br>PO BOX 878             | BLACKY COVE LOT 7<br>& BLDG                     | L 42,700<br>B 92,900     |                          | GROSS 963.00 FIRST<br>CREDIT SECOND<br>PAYMNT            |
| CENTRE HARBOR, NH 03226                            | G00280 P1 Y 01 00<br>PROP-ID 038-040-J -        | TOT 135,600              | NET 135,600              | NET TAX 963.00 DUE NO                                    |
| GARDER, WILLIAM H<br>4545 INDIAN ROAD              | LOT 13 BLOCK P SEC 1                            | L 7,000<br>B 0           |                          | GROSS 50.00 FIRST<br>CREDIT SECOND<br>PAYMNT             |
| TOLEDO, OH 43615                                   | G00290 P1 N 02 00<br>PROP-ID 086-385-000-       | TOT 7,000                | NET 7,000                | NET TAX 50.00 DUE NO                                     |
| GARDER, WILLIAM H<br>4545 INDIAN ROAD              | 80FT LOT 7 DK S S-2                             | L 149,800<br>B 0         |                          | GROSS 1,064.00 FIRST<br>CREDIT SECOND<br>PAYMNT          |
| TOLEDO, OH 43615                                   | G00300 P1 N 02 00<br>PROP-ID 087-028-000-       | TOT 149,800              | NET 149,800              | NET TAX 1,064.00 DUE NO                                  |
| GARDER, WILLIAM H<br>4545 INDIAN ROAD              | LOT 17 BLOCK H SEC 2                            | L 7,000<br>B 0           |                          | GROSS 50.00 FIRST<br>CREDIT SECOND<br>PAYMNT             |
| TOLEDO, OH 43615                                   | G00310 P1 N 02 01<br>PROP-ID 087-463-000-       | TOT 7,000                | NET 7,000                | NET TAX 50.00 DUE NO                                     |
| GARDINER, JOHN H & SUSAN D<br>165 SAGE DRIVE       | LOT 376A & BLDG                                 | L 16,000<br>B 43,800     |                          | GROSS 425.00 FIRST<br>CREDIT SECOND<br>PAYMNT            |
| WARWICK, RI 02886                                  | C01010 P1 N 01 00<br>PROP-ID 081-110-000-       | TOT 59,800               | NET 59,800               | NET TAX 425.00 DUE NO                                    |
| GARDINER, JOHN C & RITA L<br>5 DAWES CIRCLE        | LOT 110   | L 7,000<br>B 0           |                          | GROSS 50.00 FIRST<br>CREDIT SECOND<br>PAYMNT             |
| WOBURN, MA 01801                                   | G00320 P1 N 02 00<br>PROP-ID 082-198-000-       | TOT 7,000                | NET 7,000                | NET TAX 50.00 DUE NO                                     |
| GARDINER, WALTER J & MARJORIE<br>PO BOX 538        | 78 FT CHIARELLO LAND<br>LAND & BLDG             | L 204,400<br>B 47,600    |                          | GROSS 1,789.00 FIRST<br>CREDIT 11 50.00 SECOND<br>PAYMNT |
| CENTRE HARBOR, NH 03226                            | G00330 P1 Y 01 00<br>PROP-ID 040-002-000-       | TOT 252,000              | NET 252,000              | NET TAX 1,739.00 DUE NO                                  |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET | LOTS 1-3 ONE LOT<br>ONE LOT 6/87 PER ZONING     | L 19,000<br>B 0          |                          | GROSS 135.00 FIRST<br>CREDIT SECOND<br>PAYMNT            |
| MANCHESTER, NH 03103                               | G00380 P1 N 02 00<br>PROP-ID 006-046-000-       | TOT 19,000               | NET 19,000               | NET TAX 135.00 DUE NO                                    |
| GARDNER, EDWARD R & MILDRED K<br>231 WILLOW STREET | MORRISON COVE 6-9 LT<br>ONE LOT 6/87 PER ZONING | L 19,300<br>B 0          |                          | GROSS 137.00 FIRST<br>CREDIT SECOND<br>PAYMNT            |
| MANCHESTER, NH 03103                               | G00390 P1 N 02 01<br>PROP-ID 006-051-000-       | TOT 19,300               | NET 19,300               | NET TAX 137.00 DUE NO                                    |

STAPLES




*Office of Selectmen*  
Town of Moultonborough  
6 Holland Street - PO Box 139  
Moultonborough, NH 03254  
(603) 476-2347 \* Fax (603) 476-5835

**Board of Selectmen Agenda Report**

**Date:** May 10, 2024

**To:** Board of Selectmen

**From:** Thomas Hughes, Town Assessor 

**Subject:** Abatement Credit Refund – New Hampshire Boat Museum

**Recommended motion:** Motion to approve a \$5,645.00 tax abatement, to the New Hampshire Boat Museum for 2024 taxes on MBLU#141-003, an improved parcel located at 130 Whittier Highway.

**Background:** On May 2, 2024, the Board of Selectmen approved a charitable property tax exemption for the New Hampshire Boat Museum property located at 130 Whittier Highway. Due to an oversight, the assessing database, was not updated to reflect the exemption, prior to the generation of the 2024 first-half tax warrant. The property record has since been updated to reflect the exemption.

**Issue:** Property was not flagged as Charitable-Exempt prior to issuance of the 2024 first-half tax warrant.

**Fiscal Impact:** \$5,645.00 (plus any applicable interest)

FOR MUNICIPALITY USE ONLY:

Town File No.: 2024-01

Taxpayer Name: NH Boat Museum

**RSA 76:16 ABATEMENT APPLICATION TO MUNICIPALITY**

**SECTION A. Party(ies) Applying (Owner(s)/Taxpayer(s))**

Name(s): New Hampshire Boat Museum

Mailing Address: PO Box 1195, Wolfeboro Falls, NH 03896-1195

Telephone Nos.: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work) \_\_\_\_\_ (Email) \_\_\_\_\_

Note: If an abatement is granted and taxes have been paid, interest on the abatement shall be paid in accordance with RSA 76:17-a. Any interest paid to the applicant must be reported by the municipality to the United States Internal Revenue Service, in accordance with federal law. Prior to the payment of an abatement with interest, the taxpayer shall provide the municipality with the applicant's social security number or federal tax identification number. Municipalities shall treat the social security or federal tax identification information as confidential and exempt from a public information request under RSA 91-A.

**SECTION B. Party's(ies') Representative if other than Person(s) Applying (Also Complete Section A)**

Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Nos.: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work) \_\_\_\_\_ (Email) \_\_\_\_\_

**SECTION C. Property(ies) for which Abatement is Sought**

List the tax map and lot number, the actual street address and town of each property for which abatement is sought, a brief description of the parcel, and the assessment.

| <u>Town Parcel ID#</u> | <u>Street Address/Town</u>  | <u>Description</u> | <u>Assessment</u>  |
|------------------------|-----------------------------|--------------------|--------------------|
| <u>141/003-000</u>     | <u>130 Whittier Highway</u> | <u>Improved</u>    | <u>\$1,980,700</u> |

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**Office of Selectmen**  
Town of Moultonborough  
6 Holland Street - PO Box 139  
Moultonborough, NH 03254  
(603) 476-2347 \* Fax (603) 476-5835



Map/Lot 050-009  
Fee Charged \$25.00

## TOWN OF MOULTONBOROUGH TEMPORARY USE PERMIT-COMMERCIAL USE

The undersigned hereby makes APPLICATION FOR TEMPORARY USE up to a maximum of three (3) consecutive days over a thirty day period for the following (describe commercial use): Set up

a 20 X 40 tent for extension of food and  
Drinks

Will apply for State and Town Permits - Bike Week  
June 8, 9, 10 50 +

**Date(s) of Event**

**Expected Number of Participants**

This application must be submitted fourteen (14) days before date of event.

PROPERTY OWNER'S SIGNATURE: \_\_\_\_\_

MAILING ADDRESS: P.O. Box 98 Wolfeboro, NH 03894 TEL. # 207-615-2323

This is to certify that we have examined the within detailed statement and find the application to be in accordance with the provisions of the Moultonborough Zoning Ordinance Article XI-H-(2), relating to Temporary Use-Commercial and that the application has been approved with the listed requirements and entered in the records, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
**Chairman-Board of Selectmen**  
**Town of Moultonborough**

REQUIREMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ARTICLE XI

### Administrative Provisions

H. Issuing Permits. The Board of Selectmen or their designated agent shall issue any and all building permits required. No permit shall be issued for the erection of any structure and the use of any land unless the proposal complies with the provisions of this ordinance. The Board of Selectmen shall determine the format for applications for building permits and the required fee from time to time. Building permits shall be posted in a prominent place on the lot to which the permit pertains.

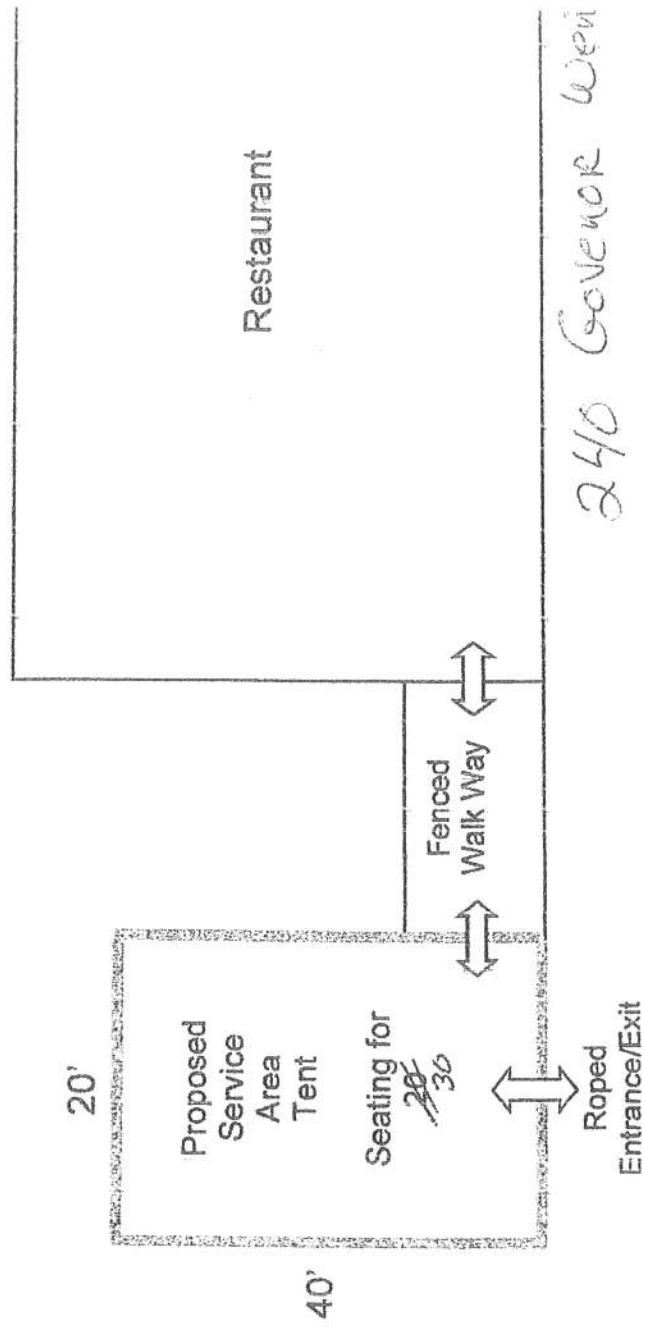
- (1) Temporary Use. Residential sales (tag, barn, yard, garage, etc.). The temporary use for the occasional sale of personal items, conducted at the residence of the homeowner to dispose of surplus items will not require a special exception or permit for change of use. "Occasional" shall be defined as no more frequently than 4 days, either separately or grouped, during any 60 day period.
- (2) Temporary Use. Commercial uses such as; (special event, flea market, farmers market, etc.). Temporary uses, up to a maximum of three (3) consecutive days over a 30 day period, or up to ten (10) consecutive days on a one-time basis annually, may be permitted upon application to and approval by the Board of Selectmen. Such occupancy and use shall be subject to any reasonable conditions and safeguards which the Board of Selectmen may impose to minimize any injurious effect upon the neighborhood or to protect contiguous property. Rather than acting upon an application, the selectmen may at any time direct the applicant to proceed through the board of adjustment rather than through the selectmen.

BUCKEY'S RESTAURANT AND TAVERN L.L.C.

REQUEST FOR

AUTHORIZATION FOR SERVICE TO ANOTHER AREA

LIQUOR LICENSE #1217703





**TOWN OF MOULTONBOROUGH  
APPLICATION FOR A PERMIT  
TO CONDUCT A RAFFLE**

ATTACHMENT A

**NOTICE: Application Must be Filled Out Completely to be Processed**

1. Name and address of the organization: Moultonborough Lions Club, PO Box 215 Moultonborough NH
2. Name, address and capacity of the person requesting the permit: Dawn Law, co-chair of raffle 121 Redding Lane Moultonborough NH 03254
3. The organization is organized under the laws of the State of New Hampshire as a non-profit organization: Yes x No
4. Date of organization: November 26, 1963
5. The organization is registered to do business within the State of New Hampshire as a non-profit organization: Yes x No
6. The organization was registered on November 20, 2005
7. The organization's IRS non-profit Federal ID number: 02-6014792
8. Names and address of the organization's principal officers:

|                                  |  |
|----------------------------------|--|
| <u>Mark Cotrupi, President</u>   | <u>PO Box 215, Moultonborough NH 03254</u> |
| <u>Sally Sibulkin, Secretary</u> | <u>PO Box 215, Moultonborough NH 03254</u> |
| <u>Dawn Law, Treasurer</u>       | <u>PO Box 215, Moultonborough NH 03254</u> |
9. Location, date and time where the raffle is to be conducted: Moultonborough Central School, December 7, 2024, 1pm
10. Name and address of the owner of the property where the raffle is to be conducted: Moultonborough Central School  
916 Whittier Hwy, Moultonborough NH 03254
12. A sample of the raffle ticket must be submitted for review. Yes x No
13. List the last time a permit was issued to the applicant for a raffle within the Town of Moultonborough: submitted May 4, 2023

The applicant hereby swears and takes oath that the information contained in this application is true and accurate and acknowledges having received and read a copy of the rules and regulations of the Town of Moultonborough and agrees to abide by the provisions thereof in all respects.

Dated: April 29, 2024

Applicant's Name: Dawn Law

Date Received: \_\_\_\_\_

Date Processed: \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_

\_\_\_\_\_  
Town Administrator or Designee

cc: Board of Selectmen  
Chief of Police



*Moultonborough*

*Lions Club*

Benefit Local Lions Community Projects

**\$5,000 Cash Prize**

**\$5<sup>ea</sup> or 5 for \$20**

Drawing to be held Saturday, December 7, 2024, 1 pm  
at the Moultonborough Central School in Moultonborough

*Need not be present to win.*

NAME

ADDRESS

TELEPHONE NO.

## Charlie Smith

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**From:** noreply@civicplus.com  
**Sent:** Monday, April 29, 2024 1:54 PM  
**To:** Charlie Smith  
**Subject:** Online Form Submittal: Contact Charles F. Smith

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

You don't often get email from noreply@civicplus.com. [Learn why this is important](#)

### Contact Charles F. Smith

Your Name Dawn Law

Your Email Address dlaw1020@gmail.com

Subject Raffle Permit Application

Message Please see attached. Last year I sent in the application but never heard back. We have run this raffle annually for many, many years. The ticket is a mock up as we have not had them printed yet. The color will change but the rest should be accurate.

Attachment 1 [RafflePermitApplic.pdf](#)

Attachment 2 [RaffleTicket2024.pdf](#)

Attachment 3 *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



**TOWN OF MOULTONBOROUGH  
APPLICATION FOR A PERMIT  
TO CONDUCT A RAFFLE**

ATTACHMENT A

**NOTICE: Application Must be Filled Out Completely to be Processed**

1. Name and address of the organization: Great Waters Music  
PO Box 488, Wolfeboro, NH 03894
2. Name, address and capacity of the person requesting the permit: Office Manager  
Held Page, 56 Clearview Dr, London, NH 03307
3. The organization is organized under the laws of the State of New Hampshire as a non-profit organization: Yes ☒ No ☐
4. Date of organization: 1997
5. The organization is registered to do business within the State of New Hampshire as a non-profit organization: Yes ☒ No ☐
6. The organization was registered on 1997
7. The organization's IRS non-profit Federal ID number: 02-0488006
8. Names and address of the organization's principal officers:  
ED - Jean Myers - IS, Clay Point Rd, Alton 03809  
Barbara Olcott - Chair, PO Box 1869, Wolfeboro 03894  
Chris Coulter - Vice, 99 Tuftonboro Neck Rd 03853  
Eric Gibson - Treasurer, 4 Frost Camp Ln, Wolfeboro 03894
9. Location, date and time where the raffle is to be conducted:  
Sat. Aug. 17, 2024 at Castle in the Clouds Tent,  
Ossipee Rd, Moultonborough, NH @ 7:30pm
10. Name and address of the owner of the property where the raffle is to be conducted:  
Castle in the Clouds, 455 Old Mt Rd, Moultonborough,  
NH, 03254
12. A sample of the raffle ticket must be submitted for review. Yes ☒ No ☐
13. List the last time a permit was issued to the applicant for a raffle within the Town of Moultonborough:  
2023

The applicant hereby swears and takes oath that the information contained in this application is true and accurate and acknowledges having received and read a copy of the rules and regulations of the Town of Moultonborough and agrees to abide by the provisions thereof in all respects.

Dated: 5/3/24

Applicant's Name: [Signature]

Date Received: \_\_\_\_\_

Date Processed: \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_

\_\_\_\_\_  
Town Administrator or Designee

cc: Board of Selectmen  
Chief of Police



100

## 2024 Season Raffle

CONCERTS  
in the CLOUDS



\$20 per ticket, 3 for \$50, 7 for \$100

**Drawing:** August 17 "Space Oddity" The Quintessential David Bowie Experience  
*You don't need to be present to win.*

Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

100



101

## 2024 Season Raffle

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\$20 per ticket, 3 for \$50, 7 for \$100

**Drawing:** August 17 "Space Oddity" The Quintessential David Bowie Experience  
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Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

101



102

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**Drawing:** August 17 "Space Oddity" The Quintessential David Bowie Experience  
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Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

102



103

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\$20 per ticket, 3 for \$50, 7 for \$100

**Drawing:** August 17 "Space Oddity" The Quintessential David Bowie Experience  
*You don't need to be present to win.*

Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

103

## 2024 Raffle Prizes

- 1) One Paddleboard from **Dive Winni**
- 2) 2 Gold Section Season passes for the **2025 Great Water Season**
- 3) Pontoon Sunset Cruise for eight\* from **Melvin Village Boat Rental**
- 4) 2 Two-hour Water-Ski Lesson\* by Nationally Ranked Champions - **Becky & Aaron Bartlett**
- 5) Private Floral Design Tour and Workshop for four people from **Full Moon Farm**
- 6) Let's Barbecue Tonight-Package includes a \$200 gift certificate to **Mill Street Market**, and Yeti cooler filled with drinks and snacks.

*\*mutually agreed date*

*Drawing of each prize will produce one winner per prize.*



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**\*\* PLEASE REFER TO ORDINANCE #5 & POLICY #11 \*\***

## Office of Selectmen

Town of Moultonborough

6 Holland Street - PO Box 139 \* Moultonborough, NH 03254

(603) 476-2347 \* [www.moultonboroughnh.gov](http://www.moultonboroughnh.gov)



### FISHING TOURNAMENT LAUNCH REQUEST

ORGANIZATION: Armed Forces Fishing League CONTACT: Nick Eudenberg  
ADDRESS: 30 John St Raymond, NH 03077 TEL #: 603-553-9257  
DATE REQUEST REC'D: 5/10/24 DATE(S) OF EVENTS: 6/22/24 Saturday  
START/END TIME: 0700 - 1500  
LAUNCH AREA(S) REQUESTED: Lees Mills  
NO. OF BOATS/TRAILERS: 15 Max  
LIABILITY INSURANCE HOLDER & POLICY #: NATA AIP0603450353/00  
ADDITIONAL REQUEST(S) & INFORMATION PROVIDED: \_\_\_\_\_

TOURNAMENT FEE (Per Day): \$150.00

CHECK #: X  
#1007

DATE REC'D: 5/13/24

FEE RECEIVED: \$150

#### Town Department Response Only

MOULTONBOROUGH POLICE DEPT.: \_\_\_\_\_

MOULTONBOROUGH FIRE DEPT.: \_\_\_\_\_

DATE OF SELECTMEN'S MEETING: \_\_\_\_\_

STIPULATIONS: \_\_\_\_\_

THIS REQUEST IS: \_\_\_\_\_ DENIED \_\_\_\_\_ APPROVED

DATE OF APPROVAL/DENIAL SENT: \_\_\_\_\_

DATE NH FISH & GAME NOTIFIED: \_\_\_\_\_

## APPLICATION FOR PERMIT TO CONDUCT A FISHING TOURNAMENT

Authorized under RSA 211:16-b, Fis 503.04 and Fis 1110.05, **PLEASE INCLUDE ALL INFORMATION**

Name of Sponsoring Organization: Armed Forces Fishing League  
Name of Applicant/Title: First Nick Last Eudenbach Title: Director  
Street: 30 John Street Town: Raymond State: NH Zip: 03077  
Telephone #: 603-553-9257 (alternate phone) \_\_\_\_\_  
Email address: nick.eudenbach@gmail.com  
Fish Species in Tournament: LMB SMB  
Inclusive dates of Tournament: 06/22/2024 to \_\_\_\_\_ Maximum # of Boats: 15  
Waterbody: Winnepesaukee Town(s): Moultonborough  
Launch Site (be specific): Lees Mills  
Weigh-in Site (be specific): Lees Mills  
Is this event open to the public? ☐ yes ☒ no

### FOR BASS TOURNAMENTS ONLY:

Bass tournament is a club level event in which members compete for club standings.

☒ yes ☐ no

Bass tournament operates under a format of catch, measure and immediate release.\*

☐ yes ☒ no

Sponsoring organization is located in New Hampshire.

☒ yes ☐ no

Majority of sponsoring organization's members live in New Hampshire.

☒ yes ☐ no

A New Hampshire Interscholastic Athletic Association event

☐ yes ☒ no

### FEES:

Fishing Tournament

☐ \$49.00 ea.

Club level bass tournament with 15 or fewer boats

☒ \$10.00 ea.

Bass tournament with 16 or more boats

☐ \$49.00 ea.

Bass tournament where all fish are measured or weighted and immediately released at location of capture

☐ \$10.00 ea.

NHIAA school tournament

☐ FREE

Total fee: \$ 10.00

- Application shall be submitted 30 days prior to any fishing tournament.
- **Incomplete applications will be returned.**

### • FOR OFFICE USE ONLY •

Check #: 007 Amount \$: 50.00 This is 3 of 5 Applications  
Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Reason: Not Sent  
Comments: \_\_\_\_\_  
PERMIT #: 13350 DATE OF ISSUE: \_\_\_\_\_

**FISHING TOURNAMENT LAUNCH REQUEST  
POLICE/FIRE COMMENTS**

**Armed Forces Fishing League  
Saturday, June 22, 2024**

**Lees Mills  
15 Boats max.**

**Moultonborough Police Department Comments:**

No issues, as long as participants comply with Town Parking Regulations and do not block any roads or driveways in the area.

Peter Beede, Jr.  
Police Chief  
5/15/24

**Moultonborough Fire Department Comments:**

The Fire Department has no objections to this request. Standard provisions to allow for access to fire hydrant and fire boat at Lees Mills (see details on file).

David Bengtson  
Fire Chief  
3/20/24

**\*\* PLEASE REFER TO ORDINANCE #5 & POLICY #11\*\***

## Office of Selectmen

Town of Moultonborough

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(603) 476-2347 \* [www.moultonboroughnh.gov](http://www.moultonboroughnh.gov)



### FISHING TOURNAMENT LAUNCH REQUEST

ORGANIZATION: Troy Marden Memorial CONTACT: Scott Marden

ADDRESS: 4 Durgin Rd. Bennington NH 03442 TEL #: 978-873-3087

DATE REQUEST REC'D: 5/10/24 DATE(S) OF EVENTS: 8/3/24 Saturday

START/END TIME: 7a-3p

LAUNCH AREA(S) REQUESTED: Lee's Mills

NO. OF BOATS/TRAILERS: 25

LIABILITY INSURANCE HOLDER & POLICY #: Town of Bennington EV 138600

ADDITIONAL REQUEST(S) & INFORMATION PROVIDED: \_\_\_\_\_

TOURNAMENT FEE (Per Day): \$150.00 CHECK #: 102 ✓ DATE REC'D: 5/13/24

FEE RECEIVED: \$150

#### Town Department Response Only

MOULTONBOROUGH POLICE DEPT.: \_\_\_\_\_

MOULTONBOROUGH FIRE DEPT.: \_\_\_\_\_

DATE OF SELECTMEN'S MEETING: \_\_\_\_\_

STIPULATIONS: \_\_\_\_\_

THIS REQUEST IS: \_\_\_\_\_ DENIED \_\_\_\_\_ APPROVED

DATE OF APPROVAL/DENIAL SENT: \_\_\_\_\_

DATE NH FISH & GAME NOTIFIED: \_\_\_\_\_

**FISHING TOURNAMENT LAUNCH REQUEST  
POLICE/FIRE COMMENTS**

**Troy Marden Memorial  
Saturday, August 3, 2024**

**Lees Mills  
25 Boats**

**Moultonborough Police Department Comments:**

No issues, as long as participants comply with Town Parking Regulations and do not block any roads or driveways in the area.

Peter Beede, Jr.  
Police Chief  
5/15/24

**Moultonborough Fire Department Comments:**

The Fire Department has no objections to this request. Standard provisions to allow for access to fire hydrant and fire boat at Lees Mills (See details on file).

David Bengtson  
Fire Chief  
May 13, 2024

**MEMORANDUM – MOULTONBOROUGH RECREATION**

**TO:** Board of Selectmen

**FROM:** Mary Bengtson/Recreation Department

**RE:** Memorial Day Parade and Remembrance Ceremony

**DATE:** 5/17/24

**CC:** Charles Smith, Town Administrator

---

Kindly read the attached notice for the Memorial Day Parade and Remembrance Ceremony at the May 23 Board of Selectman's meeting.

Please let me know if you have any questions.

*MCB*



# MEMORIAL DAY

REMEMBER & HONOR



## MEMORIAL DAY PARADE & REMEMBRANCE CEREMONY

Moultonborough's Memorial Day Parade & Remembrance Ceremony will take place on Monday, May 27, 2024.

The parade will step off from Blake Road at 10 a.m. and will travel to Moultonborough Town Hall, 6 Holland Street, where the remembrance ceremony will immediately follow. Ice cream will be served after the ceremony.

Castle in the Clouds will provide a trolley for veterans to ride in during the parade. A special seating section will be provided for veterans at the town hall ceremony.

We would like to extend an invitation to the veterans in our community to join in the parade and/or ceremony.

If you are interested in participating in the parade or ceremony, please call the Moultonborough Recreation Department at 603/476-8868



Moultonborough Recreation Department  
10 Holland Street PO Box 411  
Moultonborough, NH 03254  
603/476-8868  
[www.moultonboroughnh.gov](http://www.moultonboroughnh.gov)



# TOWN OF MOULTONBOROUGH

## APPOINTMENT

To **Jordan Hunold**, of Moultonborough, in the County of Carroll, State of New Hampshire.

Whereas, there is a vacancy in the **Moultonborough Police Department**, for **Police Officer** and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, **Jordan Hunold**, as a **Police Officer** for the **Town of Moultonborough Police Department** and upon your taking oath of office, and having this appointment and the certification of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office, effective **Thursday, May 23<sup>rd</sup>, 2024**.

Given under our hands, this **23<sup>rd</sup> day of May 2024**.

\_\_\_\_\_  
Jonathan W. Tolman

\_\_\_\_\_  
James Gray

\_\_\_\_\_  
Charles McGee

\_\_\_\_\_  
Kevin D. Quinlan

\_\_\_\_\_  
Karel A. Crawford

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### MOULTONBOROUGH BOARD OF SELECTMEN

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I, **Jordan Hunold**, swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a **Police Officer**, for the **Town of Moultonborough Police Department** according to the best of my abilities, agreeably to the rules and regulations of the constitution and laws of the State of New Hampshire.

So Help Me God  
State of New Hampshire  
Carroll County, ss.

Personally, appeared the above, named **Jordan Hunold**, who took and subscribed the foregoing oath. Before me,

Date \_\_\_\_\_

\_\_\_\_\_  
Town Clerk Official

Received and Recorded: \_\_\_\_\_



## TOWN OF MOULTONBOROUGH

### OFFICE CLERK – TAX COLLECTORS OFFICE

The Town of Moultonborough is seeking to hire a part-time office clerk for the Tax Collectors Office. This position provides administrative support to the department, 19-24 hours per week, performs a wide variety of clerical functions including receiving, recording and reconciliation of funds, interface in writing, electronically, by phone or in person with the public and other related duties as requested by the Tax Collector or Deputy Tax Collector.

**Minimum Requirements:** Must work Mondays, Associates Degree related to business, accounting or related field, two years of general office experience or the equivalent is preferred. Must be knowledgeable in basic word processing and spreadsheets, with strong multi-tasking and people skills.

Submit cover letter, resume and standard town application ([www.moultonboroughnh.gov](http://www.moultonboroughnh.gov) under Employment/Volunteer Opportunities or Town Hall) to Robin Reade, HR Director, PO Box 139, Moultonborough, NH 03254, or email [rreade@moultonboroughnh.gov](mailto:rreade@moultonboroughnh.gov) Position is open until filled. EEO Employer.