

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

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. REVIEW/APPROVAL OF MEETING MINUTES**
  - A. Dates: 8/15/2024 and Non-Public Minutes
- IV. CONSENT AGENDA**
  - A. Shannon Cemetery lot purchase; #337 (\$400) and #316 (\$1,600)
  - B. Disposal Agreement
    - i. 9 Shaker Jerry Road
  - C. New Hampshire Department of Revenue Administration forms
    - i. PA-29: Veteran's Tax Credit and Elderly Exemption forms
  - D. Personnel Action Form
- V. NEW BUSINESS**
  - A. Town Assessing
    - i. Correction on Abatement Credit Refund – MBLU #194-037
  - B. Fishing Tournament Launch Request
    - i. Tri-State Disable Veteran's Bass Trail
- VI. OLD BUSINESS**
- VII. OTHER BUSINESS**
- VIII. CITIZEN INPUT**
- IX. NON-PUBLIC SESSION**
  - A. RSA 91-A: 3, II (a)
  - B. RSA 91-A: 3, II (b)
  - C. RSA 91-A: 3, II (c)
- X. ADJOURNMENT**

*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  
Board of Selectmen  
August 15, 2024

**MEETING MINUTES**

**Present:** Chairman of the Board Kevin D. Quinlan opened the meeting at 5:00 p.m. and members present were Vice Chairman Jon W. Tolman, Selectman Charles M. McGee, Karel A. Crawford, and James F. Gray. Department Heads present were Town Administrator Charles Smith, Town Planner Dari Sassan, Fire Chief David Bengtson and Police Chief Peter Beede.

**I. CALL TO ORDER:** Chairman of the Board Kevin D. Quinlan called the meeting to order at 5:00 p.m. at the Moultonborough Town Hall in the Ernest Davis meeting room.

**II. PLEDGE OF ALLEGIANCE:** The Board recited the Pledge of Allegiance.

**III. APPROVAL OF MINUTES**

**Motion:** Selectman McGee

*To approve the meeting minutes and nonpublic minutes from July 25, 2024.*

**Seconded:** Vice Chairman Tolman

**Vote:** 5 – 0

**Motion passed.**

**Motion:** Selectman McGee

*To approve the meeting minutes and nonpublic minutes from August 1, 2024.*

**Seconded:** Vice Chairman Tolman

**Vote:** 3 – 0 – 2 (Selectmen Crawford and Gray abstained; absent for meeting)

**Motion passed.**

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

A. Cemetery Lot Purchase – Middle Neck Cemetery; Lot #320A

B. 2024 Tax Exemption Application

i. Camp Tecumseh

ii. Huggins Hospital

iii. Lakes Region Food Pantry, Inc.

C. New Hampshire Department of Revenue Administration (DRA)

i. Veteran's Tax Credit; Form PA-29

**Motion:** Selectman McGee

*To approve the consent agenda items.*

**Seconded:** Selectman Gray

**Vote:** 5 – 0

1           **Motion passed.**

2  
3       **V.       NEW BUSINESS**

4           **A. Moultonborough Fire Department**

- 5           i. Replacement of Engine #4 – Fire Chief Bengtson forwarded the Board of  
6           Selectmen a Sales Agreement with the company Alexis Fire Equipment to  
7           purchase a new fire engine that would replace Engine #4. At this year's  
8           town meeting an appropriation of \$1.017M was approved by the voters  
9           (warrant article #12) to purchase the new engine. Chief Bengtson used  
10          HGAC bidding, and the cost came back lower than the appropriation at  
11          \$1.013M. Lakes Region Fire Apparatus will be the authorized dealer. Of  
12          the total cost, \$415K will be paid for the chassis and the balance paid upon  
13          delivery. Chief Bengtson estimates the delivery to be middle of February  
14          2026. Prior to delivery the Fire Department will conduct an inspection to  
15          confirm the engine meets their specifications. Board approved the sales  
16          agreement.

17  
18           **Motion:** Selectman Crawford

19           *For the Select Board to accept the recommendation of the fire chief and*  
20           *sign the sales agreement with Alexis Fire Equipment Co., for the replace-*  
21           *ment of Engine 4 and purchase an Alexis fire pumper as specified by the*  
22           *Moultonborough Fire Department for the sum of \$1,013,554 with \$415,779*  
23           *payable when the chassis is delivered to Alexis Fire Equipment.*

24           **Seconded:** Selectman Gray

25           **Vote:** 5 – 0

26           **Motion passed.**

27  
28           **B. Moultonborough Recreation Department**

- 29           i. Request for Proposal (RFP) for States Landing Pavilion/Bathrooms – the  
30           Selectmen reviewed an RFP from Recreation Director Sturgeon that would  
31           construct a new pavilion/bathroom at States Landing Beach facility. In-  
32           cluded in the RFP was all the labor, equipment, and materials to complete  
33           the project. Bids are due Tuesday, September 17, 2024. Board approved  
34           the RFP.

35  
36           **Motion:** Vice Chairman Tolman

37           *To approve the RFP for construction of pavilion/bathrooms at States Land-*  
38           *ing Beach Facility*

39           **Seconded:** Selectman McGee

40           **Discussion:** The Board made a few grammatical changes and would email  
41           Director Sturgeon.

42           **Vote:** 5 – 0

43           **Motion passed.**

1 C. Town Administration

- 2 i. Land Use Building Permit Software – Town Planner Sassan submitted for  
3 approval a contract with “SDL Connect – Municipal Management Soft-  
4 ware” that would provide the town new online building permitting and a  
5 workflow database. At a prior Select Board meeting the contract was dis-  
6 cussed but placed on hold for further research about the software integrating  
7 with other land use software. As such, Town Planner Sassan confirmed  
8 SDL’s software can integrate with Cartographic Associates Technologies  
9 (CAI), the vendor the town uses for GIS. Board approved the SDL contract  
10 and agreement to enter with CAI for the building permit software integra-  
11 tion.

12  
13 **Motion:** Vice Chairman Tolman

14 *To enter into a contract with Spatial Data Logic for new building permit*  
15 *software with the contracts annual cost of \$15,200 and \$800 for implemen-*  
16 *tation. Further, the funds to come from Local Fiscal Recovery Funds*  
17 *(LFRF) to start the program and authorize the Town Administrator to sign*  
18 *required documents.*

19 **Seconded:** Selectman Crawford

20 **Vote:** 5 – 0

21 **Motion passed.**

22  
23 **Motion:** Vice Chairman Tolman

24 *To enter into a service agreement with Cartographic Associates Technolo-*  
25 *gies for a \$3,000 startup fee to integrate SDL software and annual support*  
26 *fee of \$500. Further, authorize the Town Administrator to sign required*  
27 *documents.*

28 **Seconded:** Selectman Gray

29 **Discussion:** the agreement also requires the town setup an ArcGIS Online  
30 Creator user account (\$700 annually) which is separate from SDL and CAI.

31 **Vote:** 5 – 0

32 **Motion passed.**

- 33  
34 ii. Request for Proposal (RFP) Municipal Sewer Expansion Cost Study –  
35 Town Administrator Smith and Planner Sassan provided the Board an RFP  
36 to move forward with studying the cost to expand municipal sewer from the  
37 Bay District. Town voters approved an appropriation for \$30K (warrant  
38 article 28). Board added researching neighboring communities to the com-  
39 munity impact assessment section of the RFP. Final report submissions are  
40 within 60 days and parties involved should have a workshop with the se-  
41 lected engineer.

42  
43 **Motion:** Selectman McGee

44 *To approve the RFP for conducting a municipal sewer expansion cost study,*  
45 *further authorize the Town Administrator to publish the RFP and sign any*  
46 *documents.*

1                   **Seconded:** Vice Chairman Tolman

2                   **Discussion:** The Board discussed the importance of water/sewer as the  
3 building block for housing and capabilities of the town lagoons.

4                   **Vote:** 5 – 0

5                   **Motion passed.**

- 6  
7                   iii. Administrative Assistant Job Description – Town Administrator Smith for-  
8 warded an updated job description for an administrative assistant position  
9 to the Town Administrator. Board approved the job description and adver-  
10 tisement to hire.

11  
12                   **Motion:** Vice Chairman Tolman

13                   *To approve the Administrative Assistant job description and advertisement.*

14                   **Seconded:** Selectman McGee

15                   **Vote:** 5 – 0

16                   **Motion passed.**

- 17  
18                   D. Fishing Tournament Launch Request – fishing organization NH Bass Nation Kayak  
19 submitted a fishing tournament launch request for September 14 & 15<sup>th</sup> from States  
20 Landing and Long Island. NH Bass Nation Kayak also requested a waiver of the  
21 fee. Board approved the application and waived the fee contingent upon NH Bass  
22 providing a non/profit status.

23  
24                   **Motion:** Selectman Crawford

25                   *To approve the fishing tournament launch request for NH Bass Nation*  
26 *Kayak on 9/14 and 9/15. Fee to be waived upon submitting non-profit or-*  
27 *ganization information.*

28                   **Seconded:** Selectman McGee

29                   **Vote:** 5 – 0

30                   **Motion passed.**

- 31  
32                   E. New Hampshire State Primary Ballot Clerks – the Board approved two clerks to  
33 help with September's primary.

34  
35                   **Motion:** Vice Chairman Tolman

36                   *To approve Christina Buy, Republican Party, as a ballot clerk for a term of*  
37 *August 1<sup>st</sup>, 2024 through July 31<sup>st</sup>, 2026.*

38                   **Seconded:** Selectman Crawford

39                   **Vote:** 5 – 0

40                   **Motion passed.**

41  
42                   **Motion:** Vice Chairman Tolman

43                   *To approve Sherri Wakefield, Democratic Party, as a ballot clerk for a term*  
44 *of August 1<sup>st</sup>, 2024 through July 31<sup>st</sup>, 2026.*

45                   **Seconded:** Selectman Crawford

46                   **Vote:** 5 – 0

1                   **Motion passed.**

- 2
- 3           F. Homecoming Float Parade – the Board approved authorization for Chief Beede to
- 4           sign the application for a parade permit to the State. Homecoming Float Parade is
- 5           sponsored by Moultonborough Academy and will be held on Friday, September 27
- 6           from 2:10 pm to 2:25 pm on Route 25 Whittier Highway.

7

8                   **Motion:** Vice Chairman Tolman

9                   *To approve authorize the Police Chief to sign the state application for a*

10                  *parade permit for Moultonborough Academy Homecoming Float Parade*

11                  *on Friday, September 27 from 2:10 pm to 2:25 pm on Route 25 Whittier*

12                  *Highway*

13                  **Seconded:** Selectman McGee

14                  **Vote:** 5 – 0

15                  **Motion passed.**

- 16
- 17           G. New Hampshire Department of Environmental Services (NHDES) Application for
- 18           Grant – the town Milfoil Committee forward Administration an application to sub-
- 19           mit to NHDES for a grant that helps with remediating the invasive milfoil. Board
- 20           approved authorization for the Town Administrator to submit the application to
- 21           NHDES.

22

23                  **Motion:** Selectman Gray

24                  *To authorize the Town Administrator to submit and sign an application for*

25                  *grant to NHDES watershed management bureau for exotic aquatic plant*

26                  *control grant program.*

27                  **Seconded:** Selectman McGee

28                  **Vote:** 5 – 0

29                  **Motion passed**

30

31   **VI. OTHER BUSINESS**

- 32           A. Fiscal Year 2025-2026 Budget Cycle – was announced by the Town Administrator.
- 33           Department budget reviews start in October.

34

35   **VII. CITIZEN INPUT**

- 36           A. Cristina Ashjian, speaking to the Board as a resident, not as a member of the Her-
- 37           itage Commission, discussed the new proposal from the Moultonborough Library
- 38           Trustees to install an electronic sign as presented to the Planning Board last night
- 39           (August 14th). She noted that the town passed an ordinance which prohibits elec-
- 40           tronic signs in the Town (not just the Village). Further, the public's desire is not to
- 41           have electronic signs, and none of the reports or studies on promoting and retaining
- 42           the character of the Village have recommended electronic signage. Cristina also
- 43           said the sign could impact future scenic byway funds and hopes the Library recon-
- 44           siders installing the electronic sign. She provided the Board a handout from the
- 45           Conway Daily Sun, and Town Planner Dari Sassan distributed a copy of the Li-
- 46           brary's August 9th letter regarding the proposed sign as presented to the

1 Planning Board on August 14th.  
2

3 **VIII. NON-PUBLIC SESSION**

4 **Motion:** Selectman McGee

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

6 **Seconded:** Vice Chairman Tolman

7 **Vote:** 5 – 0

8 **Motion passed.**  
9

10  
11 **IX. ADJOURNMENT** – meeting adjourned at 6:49 p.m.  
12  
13

14 *Written on behalf of the Selectmen by Charles Smith, Town Administrator*  
15  
16  
17

18  
19 \_\_\_\_\_  
20 Approved

Kevin D. Quinlan, Chairman

\_\_\_\_\_  
Date



Moultonborough Public Library

4 Holland Street

P.O. Box 150 Moultonborough, NH 03254 | 603-476-8895 | moultonboroughlibrary.org

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To: Moultonborough Planning Board

August 9, 2024

Moultonborough Library Sign

The Moultonborough Library Trustees plan to replace the existing library sign with a new, slightly larger sign in the same location as the current sign.

A drawing, with dimensions, from the vendor, Paquette Signs is attached.

The new sign will be approximately 5' x 6'. The current sign is 4' x 5'.

The new sign will be mounted on granite posts as shown in the drawing.

An electronic message board will be 2' x 6'. It will display information about upcoming Library programs.

It is the intention of the Trustees to only display information in letters and numbers. We will NOT post scrolling or flashing messages.

The sign will not have the capability of displaying time nor temperature.

A copy of the specification sheet from the vendor, Watchfire Signs Inc. is included for your review.

This sign will be purchased with non-public funds. No taxpayer funds will be utilized. The Trustees have applied for a grant to fund the new sign. Should we be awarded a grant, that will pay for most or all of the sign. If we are not successful with the grant request, the sign will be paid with Library Trustee Funds.

Respectfully submitted,

John Buckley, Chair, Moultonborough Public Library Board of Trustees



MOULTONBOROUGH  
PUBLIC LIBRARY

OPEN MIC

FEATURE:

HURDY GURDY

FEB 27 6 PM

AM

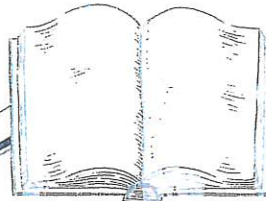




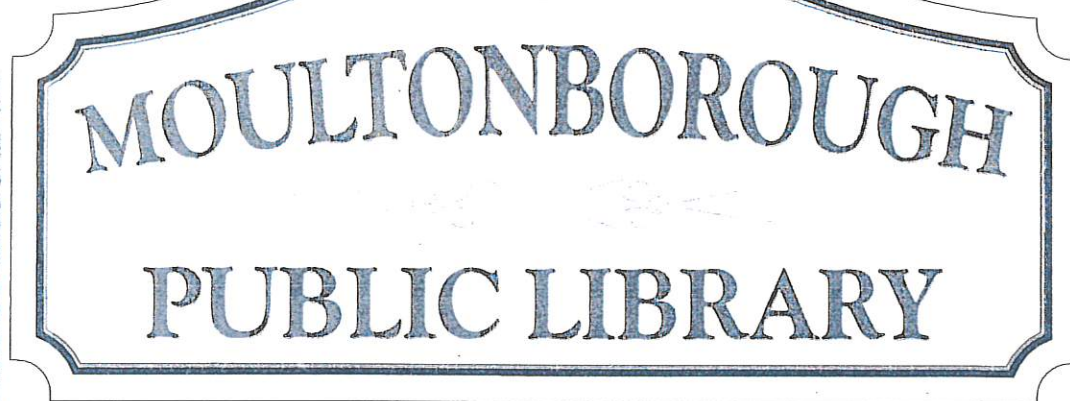
## { ARTWORK PROPOSAL }

P.O. Box 1339 Meredith, NH 03253  
603-279-6767 • [www.paquettesigns.com](http://www.paquettesigns.com)  
Email: [Roy@paquettesigns.com](mailto:Roy@paquettesigns.com)

Book 18x13



Upper sign 72x36

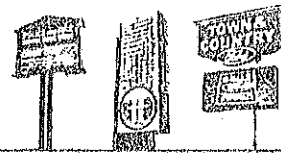


Lower sign 72x24

THE INITIAL COST OF THE ARTWORK USED IN THE PREPARATION OF THIS ESTIMATE BY OUR PROFESSIONAL GRAPHIC ARTISTS IS INCLUDED IN THE COST OF THIS PROJECT.  
ANY CHANGES OR EDITS AT THE CUSTOMER'S REQUEST ARE CHARGED ADDITIONALLY.

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# On Premise Quote



watchfire

QUOTE NUMBER: 2223707.2 (Revision 2) DATE: 4/5/2024

SIGN ID: 1888207 W8-S

Paquette Sign Co LLC 70100  
Roy Whitaker,  
PO Box 1339  
Meredith, NH 03253-1339  
(603) 279-6767  
roy@paquettesigns.com

Shipping Destination  
Paquette Sign Co LLC  
68 DW HWY NORTH  
Center Harbor, NH 03226-0000

Job Site  
Name: Moultonborough Public Library  
Address: 4 Holland St  
City: Moultonborough  
State: NH Zip: 03254

## PRODUCT SPECIFICATIONS

Pixel Pitch: W8mm LED RGB  
Pixel Matrix: 72 X 216  
Ventilation Style: Front Ventilation  
Cabinet Size: 29in H x 6ft 3in L x 5in D  
Viewing Area: 24in H x 6ft L  
Cabinet Style: Single Face (Slim)  
Character Size: 7 lines / 43.2 Characters at a 3" type  
Approx. Weight: 248.00 Lbs.  
Warranty: Standard 5 Year Watchfire warranty applies.  
Mfg. Lead Time: 3-5 weeks (Based on signed quote, receipt of deposit, and artwork approval - if applicable)

Electrical Service: 120 VOLT 9.0 amps (9.00 per face) Single Phase Service. Refer to the Installation manual for details on wiring. Based on 18 hours of operation a day, plus or minus 10% depending on how the sign is programmed.  
*Example: 5.6 KWHrs a day x \$0.12 = \$0.67/Day*

## STANDARD FEATURES

Brightness: Daytime 7500 NITs Maximum; Nighttime 700 NITs Maximum  
Color: LED RGB  
Color Capability: Min. 1.2 Quintillion  
Includes: Ignite Graphics Software  
Video: up to 30 FPS  
Viewing Angles: 150 Horizontal/95 Vertical

## OPTIONS

Software	Ignite OPx (cloud-based, single region)
Software Training	Web Based Software Training
Communications	OPx - 4G Wireless with Watchfire Cellular Data Plan
Wireless Data Plan	Life-of-sign Data Plan
Power Requirements	Standard As Quoted
Temperature Sensor	Not Ordered
Sign Mounting Kit	Not Ordered / Not Required
Technician On-Site	Not Ordered
Warranty	Standard 5-Year Parts Warranty

## ORDER ACCEPTANCE

QUOTE VALID UNTIL 5/20/2024

System Price: 8mm Highbrightness Color LED Message Center - Front Ventilation

System Price \$12,675.00 USD

Crating & Shipping Add: 925.00 USD

To Center Harbor, NH via Common LTL Carrier

Grand Total: \$13,600.00 USD

To order Sign ID 1888207, sign here and return with down payment

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Buyer acknowledges that prior to executing this Agreement Buyer has read or has had the opportunity and means to review the TERMS OF SALE and Seller's LIMITED WARRANTY, SOFTWARE LICENSE, AND LIMITATION OF LIABILITIES AND REMEDIES at <http://watchfiresigns.com/terms-and-conditions-of-sale> or in the alternative, a hard copy has been provided to Buyer and its receipt is acknowledged.

This quote/offer is expressly limited to the acceptance by the buyer of its exact terms, including the terms of sale and seller's limited warranty, software license, and limitation of liabilities and remedies, all of which are a part of the agreement. Any purchase order or related documents buyer issues to seller (even if it contains terms in addition to or inconsistent with the terms of this agreement) for this transaction shall constitute buyer's unconditional agreement to be bound exclusively by the seller's terms and conditions of this agreement, and buyer hereby agrees that such additional or inconsistent terms shall not apply nor become a part of this agreement.



# Board now turned off to digital sign

By LLOYD JONES  
THE CONWAY DAILY SUN

CONWAY — The Conway School Board will not be pursuing a Kennett High School digital message board when the current sign is taken down in June.

Initially, the board, by a 4-3 vote favored looking at digital options. But board member Randy Davison later reversed his vote, tilting the majority against looking at digital options by a 4-3 margin.

At Tuesday's meeting, chair Amy Snow, Michaela Clement, Matt Stearns opposed researching digital signs, while Mike DiGregorio, Melanie Lebel and Ryan Wallace wanted to gather more information.

"The thing that's frustrating is not once did anyone ask the administration if they liked the idea of a digital sign," DiGregorio said by phone Wednesday, adding that administrators liked the idea "as they see it as another avenue to keep parents and the community up to see on what's happening."

Things were different on April 27, when the board agreed unanimously to have the facilities committee research a new sign with a digital message board at a cost not to exceed \$25,000.

Due to construction and the desire to add a right-turn lane out of Eagles Way, the Kennett sign will be moved 20-30 feet east of the current location, to go next to the new Norway Savings Bank being built next to the Ridgeline Community development.

DiGregorio, who sits on the facilities committee, said the company has agreed to cover the costs of relocating the sign (up to \$12,000). It was originally to have sat on Ridgeline property, but two parties have come up with a new plan that the board received before Tuesday's meeting.

"If we want to look at it and try to absorb it and put it on either the next agenda, which is getting pretty full or the second one in June, is everybody OK with that?" Snow asked.

"I'd like it on there as soon as possible," DiGregorio replied. "I'd just like to get an idea of what direction the board wants to go because there's a lot that goes into investigating this. If the board is not interested in it, I'm not going to waste the facilities committee's time. Not to mention it's probably a 10-week wait (with companies) out before you'd even get it."

Superintendent Kevin Richard said the current



Previously, the Conway School Board supported exploring the idea of a \$25,000 digital sign to replace the current one, which is going to be moved. (LLOYD JONES PHOTO)

sign has room below it for messaging with magnetic lettering.

"Somebody from maintenance or a custodian has to drive down and change the letters," Richard said.

DiGregorio said plans call for a boundary line adjustment with Ridgeline, meaning the sign would continue to sit on school property.

"Everybody from the (Ridgeline) Continuum to the town thought the best idea was to do a boundary line adjustment and keep the sign on our property," he said.

"That way we own the property, the sign and we own the utilities that are going to it," Richard said.

DiGregorio said the cost of electronic signs "are considerable," ranging between \$16,000 to \$23,000, not including the installation of the sign.

Davison was all for relocating the sign and getting the right turn lane as soon as possible.

"The sooner that we make a right-hand turn lane the better for me," he said. "Hopefully, we can get it done before graduation (June 8)."

Davison had leaned toward looking at digital signage. "I like the traditional sign and the way it is, but if it's totally electronic, I'm totally against it,"

see **SIGN** page 24

## **SIGN** from page 7

he said, "but if we keep the facade the way it is, and then add something at the bottom, I don't have a problem with that."

Lebel supported looking at the signs, while Clement said she was opposed to it at this time.

DiGregorio said: "I think it'd be great for the community to have information provided by our school system that can be changed without sending staff out four times a week to change letters."

But Stearns didn't support the idea.

"I'm a technology guy, and I like digital things," he said, "but I think the concept of the digital sign flies in the face of town ordinance and just char-

acter as well."

After polling the board, Snow said she opposed a digital sign.

"I have four reasons why," she said. "It does not advance education for our students. It does not save us any money. It costs us money. And those signs are not allowed in the town of Conway."

"OK, Amy, you swayed me," Davison said before changing his vote.

Davison said he would also like students to take on the task of the message board.

"I firmly believe that staff should not be changing it," he said.

"I think that we should designate that to the student body, and then come up with people and do that."

lloyd@conwaydailysun.com



*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:** August 28, 2024

**To:** Board of Selectmen

**From:** Thomas Hughes, Town Assessor

**Subject:** Corrective Action on Abatement Credit Refund – MBLU # 194-037 – 18 Falcon Way - Barrett

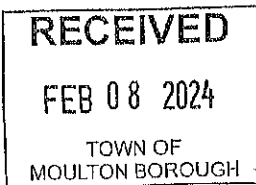
**Recommended motion:** Motion to approve a \$1,463.00 tax abatement, to Bonnie J. Barrett & Richard A. Barrett, for 2023 taxes on MBLU# 194-037, an improved parcel located at 18 Falcon Way. This approval is meant to be a corrective action to the original abatement approved on August 1, 2024. The abatement amount herein supersedes the abatement amount in the original application.

**Background:** This abatement request was originally approved on August 1, 2024. However, the amount to be abated in the original application was incorrect. Two of the digits in the amount were inadvertently transposed, as a result the original amount to be abated was \$27.00 lower than it should have been.

Based upon an inspection of the property, as well as reviews of the information provided by the taxpayers, of the neighboring properties, and of relevant market data, a downward adjustment was made to the land condition factor. The adjustment was made to better reflect the actual land conditions of the parcel, while also maintaining consistency of site conditions throughout the neighborhood and with other waterfront properties having similar site conditions. The style of the house was also downgraded from Chalet to Cottage.

**Issue:** Transposition in original application, that was approved on August 1, 2024.

**Fiscal Impact:** \$1,463.00 (plus any applicable interest)



FOR MUNICIPALITY USE ONLY:

Town File No.: \_\_\_\_\_

Taxpayer Name: \_\_\_\_\_

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

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

Name(s): Richard A Barrett and Bonnie J Barrett

Mailing Address: 3407 Seaway Dr., New Port Richey, FL 34652

Telephone Nos.: (Home) 727-494-7718 (Cell) 813-523-0970 (Work) N/A (Email) bonniejbarrett@verizon.net

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): N/A

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>
194037	18 Falcon Way/ Moultonborough,	Lake Winnepesaukee Waterfront,	\$2,040,700

#### SECTION D. Other Property(ies)

List other property(ies) in the municipality owned in the same name(s), even if abatements for the other property(ies) have not been sought. The taxpayer's entire real property estate must be considered in determining whether the appealed property(ies) is (are) disproportionately assessed.

<u>Town Parcel ID#</u>	<u>Street Address/Town</u>	<u>Description</u>	<u>Assessment</u>
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N/A

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#### SECTION E. Reasons for Abatement Application

RSA 76:16 provides that an abatement may be granted for "good cause shown." "Good cause" generally means: 1) establishing an assessment is disproportionate to market value and the municipality's level of assessment; or 2) establishing poverty and inability to pay the tax. This form can be utilized for either basis of requesting an abatement. The taxpayer has the burden to prove good cause for an abatement.

- 1) If claiming disproportionality, state with specificity all the reasons supporting your application. Statements such as "taxes too high," "disproportionately assessed" or "assessment exceeds market value" are insufficient. Generally, specificity requires the taxpayer to present material on the following (all may not apply):

1. physical data – incorrect description or measurement of property;
2. market data – the property's market value on the April 1 assessment date, supported by comparable sales or a professional opinion of value; and/or
3. level of assessment – the property's assessment is disproportionate by comparing the property's market value and the town-wide level of assessment.

Note: If you have an appraisal or other documentation, please submit it with this application.

- 2) If claiming poverty or inability to pay, state in detail why abatement of taxes is appropriate as opposed to some other relief such as relocating, refinancing or obtaining some alternative public assistance.  
Ansara v. City of Nashua, 118 N.H. 879 (1978).

(Attach additional sheets if needed.)

1.1) Incorrect description or measurement of property (see Exhibit 1 for description and details)

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1.2) Market data (see Exhibits 2, 3, and 4 for description and details)

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1.3) Level of Assessment (see Exhibit 5 for description and details)

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2) N/A

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**SECTION F. Taxpayer's(s') Opinion of Market Value**

State your opinion of the market value of the property(ies) appealed as of April 1 of the year under appeal.

Town Parcel ID# 194037 Appeal Year Market Value \$ \$ 1,416,400

Town Parcel ID# \_\_\_\_\_ Appeal Year Market Value \$ \_\_\_\_\_

Explain the basis for your value opinion(s). (Attach additional sheets if necessary.)

A Comparative Sales Analysis and two Comparative Market Analyses reflect overassessment

The Market Analyses take into account the noted physical limitations of the property

The Level of Assessment was disproportionate to neighboring properties

**SECTION G. Sales, Rental and/or Assessment Comparisons**

List the properties you are relying upon to show overassessment of your property(ies). If you are appealing an income producing property, list the comparable rental properties and their rents.  
(Attach additional sheets if needed.)

Town Parcel ID#	Street Address	Sale Price/Date of Sale	Rents	Assessment
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As identified in Exhibits 2, 3, 4, and 5

**SECTION H. Certification by Party(ies) Applying**

Pursuant to BTLA Tax 203.02(d), the applicant(s) **MUST** sign the application. By signing below, the Party(ies) applying certifies (certify) and swear(s) under the penalties of RSA ch. 641 the application has a good faith basis, and the facts stated are true to the best of my/our knowledge.

Date: 02/05/2024

Richard A Barrett  
(Signature)

Richard A Barrett  
(Print Name)

Bonnie J Barrett  
(Signature)

BONNIE J BARRETT  
(Print Name)



**SECTION I. Certification and Appearance by Representative (If Other Than Party(ies) Applying)**

By signing below, the representative of the Party(ies) applying certifies and swears under penalties of RSA ch. 641:

1. all certifications in Section H are true;
2. the Party(ies) applying has (have) authorized this representation and has (have) signed this application;  
and
3. a copy of this form was sent to the Party(ies) applying.

Date: \_\_\_\_\_ (\_\_\_\_\_ Representative's Signature) \_\_\_\_\_  
\_\_\_\_\_(Print Name)

**SECTION J. Disposition of Application\* (For Use by Selectmen/Assessor)**

\*RSA 76:16, II states: the municipality "shall review the application and shall grant or deny the application in writing by July 1 after notice of tax date . . . ."

Abatement Request: GRANTED   X   Revised Assessment: \$1,784,000 DENIED \_\_\_\_\_

Remarks: Based upon an inspection of the property, as well as reviews of the information provided by the taxpayers, of the neighboring properties, and of relevant market data, a downward adjustment was made to the land condition factor. The adjustment was made to better reflect the actual land conditions of the parcel, while also maintaining consistency of site conditions throughout the neighborhood and with other waterfront properties having similar site conditions. The style of the house was also downgraded from Chalet to Cottage.

The amount to be abated is: \$1,463.00 (plus any applicable interest).

**NOTE: The approval of this abatement request is a corrective action. It is meant to supersede the original abatement request, approved on August 1, 2024. In the original application, the amount to be abated was not correct, two digits had been transposed. This updated application includes the correct abatement amount.**

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Date: 09/05/2024

\_\_\_\_\_  
(Selectmen/Assessor Signature)

\_\_\_\_\_  
(Selectmen/Assessor Signature)

\_\_\_\_\_  
(Selectmen/Assessor Signature)

\_\_\_\_\_  
(Selectmen/Assessor Signature)

\_\_\_\_\_  
(Selectmen/Assessor Signature)

**Office of Selectmen**

Town of Moultonborough  
6 Holland Street - PO Box 139 \* Moultonborough, NH 03254  
(603) 476-2347 \* www.moultonboroughnh.gov

**FISHING TOURNAMENT  
LAUNCH REQUEST**

ORGANIZATION: Tri State Disabled Veterans <sup>Base Town</sup> CONTACT: Lori Chase  
ADDRESS: PO Box 452 Belmont, NH 03220 TEL #: 603 387 9913

DATE REQUEST REC'D: \_\_\_\_\_ DATE(S) OF EVENTS: 9-7-24  
START/END TIME: 9/7/24 6:00 AM - 3:00 PM

LAUNCH AREA(S) REQUESTED: Long Island

NO. OF BOATS/TRAILERS: 10 or less

LIABILITY INSURANCE HOLDER & POLICY #: \_\_\_\_\_

ADDITIONAL REQUEST(S) & INFORMATION PROVIDED: request to waive fee  
Now Profit Organization 25th year @ Camp Robindell to honor d

Veterans with weekend involving bass tournament at no charge  
TOURNAMENT FEE (Per Day): \$150.00 CHECK #: \_\_\_\_\_ DATE REC'D: \_\_\_\_\_

FEE RECEIVED: \_\_\_\_\_

**Town Department Response Only**

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

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

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

TERMS AND CONDITIONS: \_\_\_\_\_

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

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