

**OFFICE OF SELECTMEN
6 HOLLAND STREET
PO BOX 139
MOULTONBOROUGH, NH 03254**

Selectmen's Work Session

October 27, 2016

MINUTES

Selectmen: Christopher Shipp, Chair, Russell C. Wakefield, Josiah H. Bartlett, Jean M. Beadle, Paul T. Punturieri; Walter P. Johnson, Town Administrator, Heidi Davis, Finance Director.

I. CALL TO ORDER: Chairman Shipp called the meeting to Order at 4:00 P.M.

II. PLEDGE OF ALLEGIANCE:

III. Work Session Topics for Discussion:

1. 3rd Quarter Financial Review: Heidi Davis, Finance Director, Reviewed the 3rd quarter Financial Report with the Board. Ms. Davis highlighted the departments and line items that were either over and under expended to date. All were due to general operations and no issues were of concern through Quarter 3. Paul inquired and learned that the Coalition of Communities contribution for the year had not yet been expended as Walter is still waiting for financial information from the Coalition office. Jean asked and learned the following: $\frac{3}{4}$ of the salary and benefit expenses for the Recreation Department's Program Director is being charged to the Recreation Revolving Fund; design funding for Phase III of the Pathway Project is still unexpended and awaiting the results of the grant application submitted to NHDOT; and the GL \$2,500 Town Clerk Clearing Account is to cover overdrafts for payments that must be transferred daily to the State. Josh asked about the status of the Village Sidewalk project and learned from Walter that the Town Engineer will present an update to the Board in November. Walter announced that the employee health insurance premiums for 2017 are up 24% over 2016 rates with a family plan now costing over \$32,000. Walter and Heidi will be researching alternative insurers and plans. The Board unanimously agreed these premium costs are not sustainable for taxpayers to support.
2. Review of Recommended Minimum Road Standards for Private Roads: At the Board's request both the DPW Director and Fire Chief have reviewed the existing recommended minimum road standards and offered comments and recommendations. Walter provided copies of the written recommendations and comments for both and reviewed them with the Board. After discussion, the Board agreed to amend the policy with the specific recommendation of the DPW Director and to schedule a public hearing soon on the amendments. The Board also discussed making the standards part of the Town's Land Use ordinances and regulations as a requirement for existing and future private roads. **The Board addressed the concerns expressed by the DPW Director regarding the winter maintenance of private roads and the legality and liability surrounding this practice. The Board unanimously agreed to have Town Counsel and the Town's insurance carrier review the matter, and based on that information, to take the question to continue the winter maintenance of private roads to the voters at the 2017 Town Meeting.**
3. Street Lights Update: Walter reported on a discussion with the Town's representative from the NH Electric Co-op on replacing the Town's Street lights. It is suggested that the Town wait until spring to make any final decision on the change as technology is

changing rapidly improving the equipment and functions for the lighting options, including individual light meters to measure actual usage of each fixture, and light sensors to automatically dim and brighten the lighting as needed. Walter did suggest that because of the requests to reinstall several lights removed from Lake Shore Drive that those lights be reinstalled now and the area be used as a “test” area so residents will see the type of lighting the LED fixtures provide. The Board agreed with this recommendation and Walter will pass the information on the Co-op.

4. Neighboring Communities Meeting Agenda: The Board agreed the meeting will be a roundtable discussion and the sharing of services and personnel as an area to start with. Suggestions included: Purchasing energy, public safety services like ambulance service, assessing, HR and others. The purpose would be to improve service without increasing costs and not necessarily about saving money, but that would be an added benefit.
 5. November Meeting Schedule: Due to some Board members personal schedules the Board agreed they will meeting on November 3rd at 7 p.m. and Wednesday the 9th at 4 p.m. and not meet the 17th or the 24th. Several members will be attending the NHMA annual conference on the 16th and 17th.
 6. Joint School Board and Select Board Meeting: Walter advised he has met with Superintendent Noyes and they will not be prepared to meet on 11/7 and prefer to meet on the 12/13. Topics being worked on include sharing personnel, a secondary emergency egress from the Academy site and a community marketing program. Paul and Chris agreed this may be an opportunity for the subcommittee to meet prior to the full Boards meeting. Paul will look into this.
 7. Holiday Staff Party: Options were discussed regarding the Board’s annual holiday party for Town staff and spouses. After discussion, it was agreed to have the same program as last year and either Friday 12/2 or 12/9 is preferred. Walter will notify the Board on which dates are available.
 8. Recreational Advisory Board (RAB): The appointment of the members to the RAB was discussed. Three volunteers have submitted their names to be considered for appointment. After discussion, it was agreed to have three volunteers meet with the Board for an interview to be sure they understand and support the new mission and charge of the committee. Russ provided a reading of the new mission and charge recently adopted by the Select Board. Walter will check and see if the volunteers can meet with the Board at one of their future work sessions.
 9. Other: Josh noted he removed one of the American flags from a Village electric pole that was damaged by a passing truck or wind. Chris asked if the holiday lights on the wreaths could be changed to look all the same. Paul reported he could no longer serve as one of two Town representatives to the Lakes Region Planning Commission due to his personal schedule. Paul’s term expires on November 26th. Volunteers for appointment to replace Paul will be sought.
- IV. Non-Public Session**: Josh moved and Paul Seconded to move to Non-Public Session per RSA 91A:3:II (a) (b) and (c) to consider prior non-public meeting minutes to be released. Josh - Aye; Paul - Aye; Russ - Aye; Jean - Aye; Chris - Aye. The Selectmen went into Non-Public Session at 5:40 p.m.

The Board re-entered public session at 5:50 p.m. Paul moved to seal the minutes as divulgence of the information discussed likely would adversely affect the reputation of a person other than a member of the public body itself until in the opinion of a majority of

the members, the aforesaid circumstances no longer apply. Jean Seconded. On a Roll Call: Josh - Aye; Paul - Aye; Russ - Aye; Jean - Aye; Chris - Aye. The Motion carried.

The following Non-Public minutes from 2010 and 2011 will be considered for a vote to release at the November 3rd Board meeting: Minutes of 6/24/10, 7/29/10, 9/16/10 and 7/21/11, 7/28/11, 7/30/11 and 8/17/11.

- V. **Adjournment:** Josh Made the Motion to Adjourn. Jean Seconded.
Motion Carried Unanimously
Russ adjourned the meeting at 5:51 p.m.

Approved

Date
Respectfully Submitted
Walter P. Johnson, Town Administrator