

MOULTONBOROUGH BOARD OF SELECTMEN

6 Holland Street | Moultonborough, NH 03254

September 1, 2026, ~ 5:00 PM

Meeting Minutes

Present: Vice Chairman Charles M. McGee; Selectman Karel A. Crawford; Selectman Christopher P. Shipp, Town Administrator, Angela Bovill, Executive Assistant, Alison Kepple.

Call To Order: The meeting was called to order by Vice Chairman McGee at 5:00 PM.

Pledge of Allegiance: The Board recited the Pledge of Allegiance. Vice Chairman McGee stated that Chairman Kevin D. Quinlan and Selectman James F. Gray are absent with prior notification.

Review/Approval of Meeting Minutes:

MOTION: Selectman Shipp made the motion to approve the minutes of the 08.18.26 regular and non-public meetings, the 08.20.26 public hearing and non-public meeting, the 08.25.26 joint work session, and the 08.27.26 regular and non-public meetings. Seconded by Selectman Crawford. Vote: 3 – 0. Motion passed.

Consent Agenda:

MOTION: Selectman Shipp made the motion to approve the consent agenda items as presented. Seconded by Selectman Crawford. Vote: 3 – 0. Motion passed.

New Business:

- **Department Managers' Update: Library**

Library Director Brittany Durgin presented the library department update and reviewed the scope of library operations, reporting that the facility is open six days per week for 48 hours, with approximately 39,000 visits annually, more than 1,800 public computer users, more than 20,000 public Wi-Fi connections, more than 67,000 circulated items, more than 600 room bookings, and more than 10,000 annual program attendees. She described the library as a community gathering place and outlined ongoing programming and partnerships, including wellness and educational offerings with Granite VNA and 4-H, collaborative work with the Historical Society, the Women's Club, Castle in the Clouds, and the Friends of the Library, and outreach story times conducted off site. Ms. Durgin reported on accessibility improvements funded in part through \$20,000 and \$10,000 grants, including assistive listening equipment, bathroom renovations, improved step visibility, radon mitigation, lighting updates, and generator planning. She also recognized Sharon Gulla as this year's New Hampshire Children's Librarian of the Year, noted the retirement of Susan Stokes after 32 years of service, welcomed Julia Chesley and Elizabeth Ireland to the staff, and thanked the Town facilities & grounds crew for all their support and help. Board members commended Ms. Durgin, Sharon Gulla, and the library staff for the department's service to the community.

- **Request for the Town to buy back lot #253 from (Muisse) in Shannon Cemetery \$400**

MOTION: Selectman Crawford made the motion to buy back lot #253 from (Muisse) in Shannon Cemetery for \$400. Seconded by Selectman Shipp. Vote: 3 – 0. Motion passed.

- **Inspector of Election/Ballot Clerks**

Town Clerk Julia Marchand explained that the Democratic Party and Republican Party have first choice in naming ballot clerks for two-year terms, and that Moultonborough is entitled to four ballot clerks from each party. She reported that the Democratic Party had submitted four names, and the Republican Party had submitted two, leaving two Republican ballot clerk positions to be filled by the Select Board to maintain balance under RSA 658:2.

MOTION: Selectman Crawford made the motion to appoint Nila Proco and Stacy Street as Republican ballot clerks for two-year terms. Seconded by Selectman Shipp. Vote: 3 – 0. Motion passed.

- **Purchase of one (1) Dodge Durango PPV AWD and one (1) 2027 Dodge Ram 1500 Tradesman Crew Cab**

The Board reviewed the Police Department request to replace one 2016 Ford Police Interceptor Utility and one 2017 Ford F-150 that had been approved for replacement under Article 14 of the 2026 warrant.

MOTION: Selectman Shipp made the motion to the Chief to expend up to \$180,000.00 to purchase and equip one (1) 2027 Dodge Durango PPV AWD for \$45,774.00, one (1) 2027 Dodge Ram 1500 Tradesman Crew Cab 4x4 for \$54,149.00 for a total of \$99,923.00 from Central Chrysler Jeep Dodge, Raynham, MA, to replace the 2016 Ford Police Interceptor Utilities (Car 162) and 2017 Ford F150 Pick-up (Car 171), approved in Article 14 of the FY'27 Warrant, and to waive the competitive bid process as Central Chrysler Jeep Dodge is a State of New Hampshire statewide contract holder. Seconded by Selectman Crawford. Vote: 3 – 0. Motion passed.

- **Tennis/Basketball Court Repairs at Kraine Meadow Park – Dan Sturgeon**

Town Administrator Angela Bovill summarized the proposed tennis and basketball court repairs at Kraine Meadow Park. She stated that the project had been reviewed through the CIPC process and that staff had contacted multiple vendors, but travel limitations and lack of response reduced the number of available bidders. Advantage Tennis Incorporated, which has previously worked with the Town, submitted a quote of \$29,600, which included four tennis nets and reflected a \$2,100 savings for completing the work together. The project is funded within a \$30,000 amount approved in the 2026 warrant article.

MOTION: Selectman Shipp made that motion to waive the Policy #23 Bidding Requirements and contract with the vendor Advantage Tennis Inc. to complete the work outlined on the quotes provided in the amount of \$29,600, and to authorize the Town Administrator to sign all related documents. Seconded by Selectman Crawford. Vote: 3 – 0. Motion passed.

Old Business: None

Other Business:

- **Town Administrator Update**

Town Administrator Bovill reiterated for the record that the Board of Selectmen had approved Mark Cavic as the new Chief of Police for the Moultonborough Police Department at the August 27 meeting. She also reported that the Town is obtaining quotes for a new television in the Ernest Davis Meeting Room to improve presentations during meetings. In addition, she announced that the Board of Selectmen and the School Board

are soliciting applications for the Advisory Budget Committee, with applications due September 16. She also mentioned that Cold-In-Place pavement recycling was scheduled for Kerrie Court and Reading Lane from Route 25 to 157 Reading Lane during the week of September 8; roads would remain open, but delays were expected, and residents were directed to contact the DPW with questions. She mentioned the State Primary Election is Tuesday, September 8, from 7:00 a.m. to 7:00 p.m. at Moultonborough Academy. She also reminded everyone that all Town Offices, including the Transfer Station, will be closed on Monday, September 7, for Labor Day, except the Town Clerk's Office which will be open from 3:00 p.m. to 5:00 p.m. for **absentee ballots only**. The next regular Board of Selectmen meeting is scheduled for September 15 at 5:00 p.m.

Citizen Input:

Kevin Poitras, 45 Stanyan Road requested further review of the annual assessment methodology and related data used by the assessor and Whitney Group.

Joe Cormier, 817 Moultonboro Neck Road spoke in favor of the annual assessment approach and noted the effect of market value and current use on taxation.

William Briard, 184 Moultonboro Neck Road raised continuing traffic-speed concerns on Moultonborough Neck Road; Police Chief reported ongoing enforcement and plans to deploy an additional speed sign there.

Non-Public Session RSA 91-A: 3, II (c)

MOTION: Selectman Crawford made the motion to enter in non-public at 5:50 PM coming out only to adjourn. Seconded by Selectman Shipp. A roll call vote was taken: Vice Chairman McGee – Aye; Selectman Crawford – Aye; Selectman Shipp – Aye. Vote: 3 – 0. Motion passed.

Adjourn - meeting was adjourned at 6:02 PM.

MOTION: Selectman Crawford made the motion to adjourn the meeting at 6:02 PM. Seconded by Selectman Shipp. A roll call vote was taken: Selectman Crawford – Aye; Selectman Shipp – Aye; Vice Chairman McGee – Aye. Vote: 3 – 0. Motion passed.

Written on behalf of the Selectmen by Alison Kepple, Executive Assistant



Approved
Kevin D. Quinlan, Chairman



Date