

**Town of Moultonborough  
Board of Selectmen  
Meeting Agenda  
Thursday, March 6, 2025  
5:00 P.M.  
6 Holland St. Moultonborough, NH**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. REVIEW / APPROVAL MINUTES:**
  - A. 2/20/25 + 2/20/25 NP
- IV. CONSENT AGENDA:**
  - A. Real Estate Exemptions Charitable
    - i. MBLU# 140-012-000-001: 80 Bean Road - DENIED
  - B. Real Estate Elderly Exemption
    - i. MBLU# 115-026: 46 Buttonwood Drive - RENEWAL
  - C. Abatement Credit Refunds:
    - i. MBLU# 167-018: 110 Beechwood Drive (\$4.00)
    - ii. MBLU# 160-005: 8 Garwood Lane (\$88.00)
  - D. Abatement Application:
    - i. MBLU: 092-023-002
  - E. NH Department of Revenue Administration PA-29
    - i. Veteran Exemption
  - F. Middle Neck Cemetery Purchase #198B
- V. NEW BUSINESS:**
  - A. Discussion Re: Pilot for West Wynde – Russell Wakefield
  - B. Action Re: Rabies Clinic
  - C. Action Re: Municipal Records Committee Appointee
  - D. Action Re: Little Gansy Island (overnight parking spot at States Landing)
  - E. Action Re: Update to Statement of Policy #11 Re: Boat Launch Policy & Request Form
  - F. Action Re: Changes to Fishing Tournament Launch Request Form
  - G. Action Re: Contract Amendment #1 Re: ITA
  - H. Action Re: Delayed Opening of Transfer Station on Town Meeting Day 3/15/25
- VI. OLD BUSINESS:**
  - A. Term of Sale Re: Gansy Island (130-089)
- VII. OTHER BUSINESS:**
- VIII. CITIZEN INPUT:**
- IX. NON-PUBLIC SESSION**
  - RSA 91-A: 3, II (b,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. Interested parties may view this meeting by going to [Town Hall Streams](#).*

**Town of Moultonborough  
Board of Selectmen  
Monday, February 20, 2025**

**MEETING MINUTES**

**Present:** Chairman of the Board Kevin D. Quinlan and members present were Vice Chairman Jon W. Tolman, Selectmen Charles M. McGee, Karel A. Crawford, and James F. Gray. Interim Town Administrator, Carter Terenzini, Executive Assistant, Alison Kepple.

- 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. **PUBLIC HEARING:**
  - A. To solicit public input on a Petition Warrant Article Re: A "Tax Cap" RSA 32:5-b

Chairman Quinlan opened the Public Hearing at 5:01 p.m. Chairman Quinlan stated that we are here to discuss the Town or Municipal District "Local Tax Cap" by Petition Warrant Article under RSA 32:5-b and its adoption under RSA 32:5-c. He also stated that we would not be discussing the School District Budget Cap Petition as they are distinctly separate districts with their own requirements under RSA 32:5-e and separate budgeting process.

The Interim Town Administrator, Carter Terenzini, in collaboration with the Town Attorney, has put together a list of "Frequently asked Questions" that Chairman Quinlan read and stated that these will be posted to the web after the meeting. They can be found on the town website under the [3/11/25 School & Town Election Day & 3/15/25 School & Town Meeting Day Information link](#). Chairman Quinlan also stated the these are a work in process and subject to change.

Chairman Quinlan asked if there were any questions – Dave Bengtson asked if the override was a simple majority or 3/5th? Interim Town Administrator Terenzini stated that the adoption of the statute is 3/5<sup>th</sup>.

Chairman Quinlan asked if there were any other questions from the public or the board.

Hearing none, Chairman Quinlan closed the Public Hearing at 5:16 p.m. and moved to open their regular meeting.

**IV. REVIEW / APPROVAL MINUTES:**

A. 2/10/25 + 2/10/25 NP

**Motion:** Selectman McGee

*To approve the meeting minutes of 2/10/25, public and non-public 2/10/25 meeting minutes and 1/4/25 meeting minutes as amended.*

**Seconded:** Selectman Gray

**Vote:** 3-0 (Selectman Crawford and Selectmen Tolman abstained, they weren't at the 2/10/25 meeting)

**Motion passed.**

**V. CONSENT AGENDA:**

A. Abatement Credit Refund MBLU# 147-013 (\$141.25 Overpayment)

B. Elderly Exemption Renewal MBLU #176-019

C. Real Estate Exemption – Religious MBLU# 135-028

**Motion:** Selectman Tolman

*To approve the consent agenda items*

**Seconded:** Selectman Gray

**Vote:** 5-0

**Motion passed.**

**VI. NEW BUSINESS:**

A. Introduce New Staff (Alanna Schiller):

Interim Town Administrator Terenzini introduced Alanna Schiller as the new Administrative Assistant for the Administration Office.

B. Quarterly Financial Report (FY '26 Q2):

Finance Director Andrea Picard reviewed that Quarterly Financial Report

C. Review of FY 24 Audit Management Letter :

Finance Director Andrea Picard reported on the Audit Management Letter

- Chairman Quinlan asked to take item F. Revise and Amend Policy 14 Cemetery Lots & Cemetery Rules out of order to be next.

\*F. Revise and Amend Policy 14 Cemetery Lots & Cemetery Rules:

DPW Director, Chris Theriault spoke to the minor changes to Policy No. 14 Cemetery Lots & Cemetery Rules.

**Motion:** Selectman Tolman

*To approve the revisions as provided and amend Policy No. 14, Cemetery Lots & Cemetery Rules with an effective date of February 20, 2025.*

**Seconded:** Selectman Crawford

**Vote:** 5-0

**Motion passed.**

D. Discussion Re: Repositioning Sewer Study:

There was a brief discussion in regard to the Sewer Study. Interim TA Terenzini made the request to invite Mark Borrin (Bay Sewer) and Ray Korber (KV Partners) to a Work Session to discuss the practical physical limits of any expansion of the District and then ask them to return with a scope of work to carry out such a study within those physical limits and our budget.

The board agreed by Consensus to invite Mark Borrin and Ray Korber to the 2/27 Work Session.

E. Request Re: Town Management Fellow Application (NHMMA):

Interim TA Terenzini spoke briefly about what a Town Fellow is and potential project that they could work on.

**Motion:** Selectman McGee

*To authorize the Interim Town Administrator to submit a formal application to the NH Municipal Managers Association for the placement of a Town Fellow here in Moultonborough.*

**Seconded:** Selectman Crawford

**Vote:** 5-0

**Motion passed.**

**VII. OLD BUSINESS:**

A. Sale of Tax Deeded Land (Tabled from 02/10):

Chairman Quinlan stated that the Board of Selectmen have held Two Public Hearings to determine whether to “sell” or to “retain for a public purpose” the following Tax Deeded Properties.

These parcels have been reviewed by the Planning Board, Conservation Commission, Heritage Commission, and interested members of the public for their input as required under RSA 41:14-a.

Chairman Quinlan stated that for reference, the Total Taxes and Costs, due the Town, per parcel, are calculated thru February 15, 2025 and are based on: the Total amount owed at deeding, interest prior to payoffs, subsequent accrued tax, and statutory fees.

Chairman Quinlan stated that he will read the tax map identification, location and \$ amount currently owned to the Town. The Board, following a vote to sell, may decide to require a minimum bid per parcel based on these expenses.

The Board will not comment on whether any property is suitable to build, the condition of Title, or whether it is free of any claims, now or in the future. The



responsibility rests solely with any buyer to do their due diligence. Actual disposal process/details will be laid out in a separate discussion after the vote is taken on the sale of specific properties here tonight.

**Parcel #1: Tax Map 068-003, Lee Road** **Total Due: \$10,296.14**

**Motion:** Selectman Crawford  
*To Sell.*

**Seconded:** Selectman Gray

**Vote:** 5-0

**Motion passed.**

**Parcel #2: Tax Map 072-083, Paradise Dr.** **Total Due: \$21,108.96**

**Motion:** Selectman Tolman  
*To Sell.*

**Seconded:** Selectman Crawford

**Vote:** 5-0

**Motion passed.**

**Parcel #3: Tax Map 088-005, Whittier Hwy** **Total Due: \$1,597.62**

**Motion:** Selectman Crawford  
*To Sell.*

**Seconded:** Selectman McGee

**Vote:** 5-0

**Motion passed.**

**Parcel #4: Tax Map 098-049, 35 St. Moritz** **Total Due: \$16,058.18**

**Motion:** Selectman McGee  
*To Sell.*

**Seconded:** Selectman Gray

**Vote:** 5-0

**Motion passed.**

**Parcel #5: Tax Map, 099-001 States Landing Rd** **Total Due: \$12,568.20**

**Motion:** Selectman McGee  
*To Sell.*

**Seconded:** Selectman Crawford

**Vote:** 5-0

**Motion passed.**

**Parcel #6: Tax Map 099-119, Paradise Dr.** **Total Due: \$9,416.37**

**Motion:** Selectman Tolman  
*To Sell.*

**Seconded:** Selectman McGee

**Vote: 5-0**

**Motion passed.**

**Parcel #7: Tax Map 099-120, Paradise Dr.**

**Total Due: \$9,869.93**

**Motion:** Selectman Gray

*To Sell.*

**Seconded:** Selectman Crawford

**Vote: 5-0**

**Motion passed.**

**Parcel #8: Tax Map 129-040, Moser St.**

**Total Due: \$9,080.89**

**Motion:** Selectman Gray

*To Sell.*

**Seconded:** Selectman Crawford

**Vote: 5-0**

**Motion passed.**

**Parcel #9: Tax Map 130-089, Gansy Island**

**Total Due: \$23,283.00**

**Motion:** Selectman Tolman

*To Remove from list.*

**Seconded:** Selectman Gray

**Vote: 5-0**

**Motion passed.**

**Parcel #10: Tax Map 146-024, Hanson Mill Rd**

**Total Due: \$1,890.55**

**Motion:** Selectman Crawford

*To Sell.*

**Seconded:** Selectman McGee

**Vote: 5-0**

**Motion passed.**

**Parcel #11: Tax Map 179-019, Wyman Trail**

**Total Due: \$1,534.92**

**Motion:** Selectman Gray

*To Sell.*

**Seconded:** Selectman Tolman

**Vote: 5-0**

**Motion passed.**

**Parcel #12: Tax Map 201-004, Kona Farm Rd**

**Total Due: \$20,489.48**

**Motion:** Selectman Tolman

*To Sell.*

**Seconded:** Selectman Crawford

**Vote: 5-0**

**Motion passed.**

**Parcel #13: Tax Map 216-030, Wallace Point Rd Total Due: \$4,971.79**

**Motion:** Selectman Crawford

*To Sell.*

**Seconded:** Selectman McGee

**Vote: 5-0**

**Motion passed.**

**Parcel #14: Tax Map 235-012, Echo Landing Rd Total Due: \$5,539.07**

**Motion:** Selectman Gray

*To Sell.*

**Seconded:** Selectman Crawford

**Vote: 5-0**

**Motion passed.**

**Parcel #15: Tax Map 177-014, Shaker Jerry Rd Total Due: \$1,422.54**

**Motion:** Selectman McGee

*To Sell.*

**Seconded:** Selectman Crawford

**Vote: 5-0**

**Motion passed.**

**Total owed Town: \$149,127.64**

The Chair closed the sale section and moved into how we want to get rid of them.

The Interim Town Administrator talked a little about the sample packet he provided of how we have done this in the past with a Notice of Sale packet. He noted the conditions of sale previously used.

**Motion:** Selectman Tolman

*To approve the Interim Town Administrator to proceed with the Notice of Sale based on the template that he provided.*

**Seconded:** Selectman McGee

**Vote: 5-0**

**Motion passed.**

#### **VIII. OTHER BUSINESS:**

- A. The Interim Town Administrator mentioned that he did have someone contact us that wanted to donate some equipment to the town but stated that this is considered personal property and covered by a different Statute and that the board cannot accept that gift. The other way to do that would be to donate the cash and we buy the equipment, but they really wanted to present the equipment to the board.

He then mentioned that if Article 5 passes at the Town Meeting on March 15 that the equipment could be given as a gift.

- B. Chairman Quinlan stated that there is an email going around about the ability for the Town & School District websites to be tied together. Since they are on 2 different platforms, the only way to do this would be to have a link on the Town website that goes to the School District website and ask the School District to link the Town onto their website.

**IX. CITIZEN INPUT:** None

**X. NON-PUBLIC SESSION**

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

**Motion:** Selectman Tolman

*Motion to enter nonpublic session pursuant to RSA 91-A: 3, II (b,c) at 6:04p.m. and coming out only to adjourn.*

**Seconded:** Selectman Crawford

**Vote:** 5-0

**Motion passed.**

**XI. ADJOURNMENT:** Meeting adjourned at 6:35 p.m.

**Motion:** Selectman McGee

*To adjourn the meeting.*

**Seconded:** Selectman Crawford

**Vote:** 5-0

**Motion passed.**

*Written on behalf of the Selectman by Alison Kepple, Executive Assistant.*

\_\_\_\_\_  
Approved  
Kevin D. Quinlan, 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:** 1/24/2025

**To:** Select Board

**From:** Julia Marchand, NH Certified Town Clerk *jm*

**Subject:** Rabies Clinic

**Recommended motion:** To approve the use of Moultonborough Town Hall on Saturday, March 22<sup>nd</sup>, from 11 am – 3 pm for a rabies clinic being planned by the Town Clerk's office in collaboration with the NH Humane Society.

**Background:** Per state law, dogs must be licensed annually by April 30<sup>th</sup>. A dog license can only be issued if the dog has a current rabies vaccine certificate on file with the Town Clerk's office.

**Issue:** Submitting a current rabies certificate to the Town Clerk is one of the biggest barriers for our residents when it comes to licensing their dogs on time. By bringing a veterinarian to Town Hall on a weekend day, residents will be able to receive their rabies vaccine and get their dog licensed all at once at a time that is more convenient for many residents. If the program is successful, we hope to continue offering it annually in the month of March or April.

**Fiscal Impact (If any):** None.



*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:** 2/14/2025

**To:** Select Board

**From:** Julia Marchand, NH Certified Town Clerk/MRC Chair *jm*

**Subject:** Municipal Records Committee Appointee

**Recommended motion:** To appoint a new designee for the Municipal Records Committee to replace the former Finance Director.

**Background:** Per RSA 33-A:3, the Municipal Records Committee is to be made up of the “municipal officers (Select Board) or their designee” and others. These officials meet to discuss and make decisions regarding the retention and disposition of town records.

**Issue:** Moultonborough’s former Finance Director served on this committee as the Select Board’s designee, but recently found new employment elsewhere so she will need to be replaced.

**Fiscal Impact (*If any*):** None.

# Office of Selectmen

Post Office Box 139  
Moultonborough, N.H. 03254  
(603) 476-2347

## STATEMENT OF POLICY No. 11

### RULES FOR THE USE OF LAUNCH RAMPS IN MOULTONBOROUGH, NH

The purpose of this Policy is to promote harmonious use of Town Boat Launch facilities by everyone who visits them. This includes Town residents, casual visitors, organized tournament users and commercial users. It is important to the Town of Moultonborough that we maintain a positive relationship with individuals and groups that regularly launch from Town facilities. It is equally important to create a positive relationship with new users. It is for both purposes that we offer these rules. They rely upon and stem from common understanding and agreement upon three points.

First, we will work with any responsible individual or group that chooses to observe the rules set forth in the memo. Second, everyone must understand and accept that we have ZERO TOLERANCE for violating these rules. So third, we will employ every means to protect the quiet and respectful use of Town facilities and the rights to peace and quiet of our residents.

For the purpose of this Policy, Town facilities include all beach and launch facilities owned and maintained by the Town of Moultonborough. As is appropriate, we propose that these rules govern use of the State-owned Harilla Landing boat launch facility on Long Island.

#### Rules of Use:

1. Only tournaments permitted by the State of NH, Dept. of Fish & Game, may launch from Town facilities. The Town will support the application (within the confines of these rules) of any organized group who wishes to launch a tournament from Town facilities.
2. Tournament organizers may conduct their tournaments between the hours of 7:00 a.m. and 7:00 p.m. They will allow no launch or recovery to occur except within those hours. Launches or recoveries outside that parameter will result in the applicable group having the future privilege of using Town facilities revoked.
3. There will be no tournaments on holidays and weekends between Memorial Day and Labor Day.
3. Some limitations in the size of tournaments launched from Town facilities is necessary. To that end, we propose the following restrictions. The number presented below represents a "no larger than" number of boats to launch as part of a permitted tournament.

Harilla Landing Launch Ramp	Unrestricted
Lee's Mills Boat Launch	25 boats
Long Island Beach Boat Launch	10 boats

States Landing Beach

35 boats

4. Limited parking exists at Long Island Beach and States Landing Beach. Parking at both facilities is BY PERMIT ONLY. Tournament participants may only park in rights-of-way along State and Town roads, off these facilities. Other limited off-site parking is available. Use of alternate parking requires advance coordination with the Board of Selectmen or their agents.
5. The only parking available at the Harilla launch facility is in the State's right-of-way along Long Island Road. All other proximate property is in private ownership. The permitting authority must communicate this condition of permit point to tournament organizers.
6. All boaters who wish to use Town launch ramps must obey all rules promulgated by the State of NH. Town Officials will immediately report violators and violations to the Marine Patrol. This is particularly so with regard to established "NO WAKE" requirements.
7. Under no circumstance will the Town tolerate power loading at Town facilities. Individuals who power load are subject to a fine of not less than one hundred dollars (\$100.00) for destroying Town property. Clubs or other organizing groups whose member(s) power load(s) will have the future privilege of using Town facilities revoked.
8. Commercial use of Town facilities, including launch ramps, shall be by permit only. This is particularly important for "construction" purposes and includes marine barge operators.

Application for a permit shall be a written letter describing the proposed use, the inclusive dates and times of use and the anticipated impacts on area residents, visitors and other users. The letter must include a very clear statement that the commercial user shall be responsible for any damage they do to the facility.

The Board of Selectmen may issue the requesting user a No-Fee Permit after they review the proposed use and its impact on the facility. The Board of Selectmen retains to itself the option to issue a seasonal permit to the requesting user when the Board of Selectmen feel that circumstances warrant that type of permit. The decision to issue a one-time, multiple-use or seasonal permit rests solely at the discretion of the Board of Selectmen.

Permits must be in the user's hand before the proposed use of the Boat Launch facility begins.

9. No commercial user shall preclude others using the Boat Launch facility for a prolonged period of time. As stated above, commercial users shall include in their application an estimated time period that their operation will bar others from using the ramp. They shall not exceed the time limit proposed to and accepted by the Board of Selectmen.
  10. Possession of a Commercial Use permit does not forgive or excuse any other rules existing or provided herein.
-



This policy shall be effective immediately upon adoption and shall remain in effect until superseded or replaced.

Date of Adoption:  
June 10, 1999

Russell C. Wakefield, Chairman  
Ernest E. Davis, Jr.  
Robert W. Foster  
BOARD OF SELECTMEN

This Policy received review, revision and update on September 21, 2006.

Karel A. Crawford, Chairman  
Edward J. Charest  
Ernest E. Davis, Jr.  
James F. Gray  
Joel R. Mudgett  
BOARD OF SELECTMEN

**\*\* 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**

**Tournaments are not permitted on Holidays or weekends between Memorial Day and Labor Day.**

**ORGANIZATION:** \_\_\_\_\_ **CONTACT:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_ **TEL #:** \_\_\_\_\_

**DATE REQUEST REC'D:** \_\_\_\_\_ **DATE(S) OF EVENTS:** \_\_\_\_\_

**START/END TIME:** \_\_\_\_\_

**LAUNCH AREA(S) REQUESTED:** \_\_\_\_\_

**NO. OF BOATS/TRAILERS:** \_\_\_\_\_

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

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

**TOURNAMENT FEE (Per Day): \$150.00 CHECK #:** \_\_\_\_\_ **DATE REC'D:** \_\_\_\_\_

**FEE AMOUNT RECEIVED:** \_\_\_\_\_

#### **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:** \_\_\_\_\_

## Alison Kepple

---

**From:** Zina Talis <zinatalis@comcast.net>  
**Sent:** Wednesday, January 15, 2025 1:19 PM  
**To:** Alison Kepple  
**Cc:** Jonathan Young  
**Subject:** 2 Little Ganzy Island

[You don't often get email from zinatalis@comcast.net. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Dear Alison & Board of Selectman & Women

My name is Zina Talis and our family purchased Little Ganzy in 2022. We absolutely love and enjoy the visits but it has its challenges for overnight parking. We purchase the seasonal decal for parking and also purchase guest permit but still can not stay overnight because of the parking restrictions. Spring Island has an overnight spot since island living does not allow for them to park near their property. I am hoping this same concession and parking spot can be made available to our family for use of the island. We generally launch and paddle to the island. We would be grateful if we are allowed a spot for one vehicle for overnight stays at our happy little cabin on Little Ganzy.

Thank You for your consideration

Zina Talis & Jonathan Young  
,

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.  
,

FUI-  
The Precedent

B. Application for a permit to conduct a raffle

- i. Friends of the Moultonborough Library permit to conduct a raffle on August 27<sup>th</sup> was approved.

**Motion:** Vice Chairman Colby

*To approve the Friends of the Moultonborough Library application for a permit to conduct a raffle on August 27<sup>th</sup> at the Moultonborough Public Library.*

**Seconded:** Selectman Beadle

**Vote:** 4 – 0

**Motion passed.**

C. Pours & Petals Catering Service

- i. New policy at the NH Liquor Commission requires offsite caterers that serve alcohol at events have prior approval from the town. Pours & Petals has an event at The Loon Center on 8/13 that will service alcohol.

**Motion:** Selectman Beadle

*To approve alcohol services by Pours & Petals Catering Services for their event at the Loon Center on August 13<sup>th</sup>.*

**Seconded:** Vice Chairman Colby

**Vote:** 4 – 0

**Motion passed.**

V. **OTHER BUSINESS** – from last weeks work session

- A. Spring Island Parking at States Landing – the Board voted on allowing overnight parking at States Landing for Spring Island.

**Motion:** Selectman Beadle

*To approve one overnight parking pass and spot for Spring Island at States Landing between Memorial Day through Labor Day.*

**Seconded:** Vice Chairman Colby

**Discussion:** parking spot to be located at the far end of the lot. Chairman read an email from Blake and Catherine Callais objecting to designating a parking spot. (Copy of email attached to the minutes).

**Vote:** 4 – 0

**Motion passed.**

B. Adoption of policies from work session meeting

- i. Capital Improvements Program Committee (CIPC)

**Motion:** Selectman Beadle

*To approve the amendments to the Capital Improvements Program Committee Charge & Composition.*

**Seconded:** Selectman Quinlan

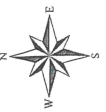
**Vote:** 4 – 0

**Motion passed.**

- ii. Department Credit Card

**Motion:** Selectman Beadle





130-089 Unknown Owner, Gansy sland. Levy Deeded: 2009

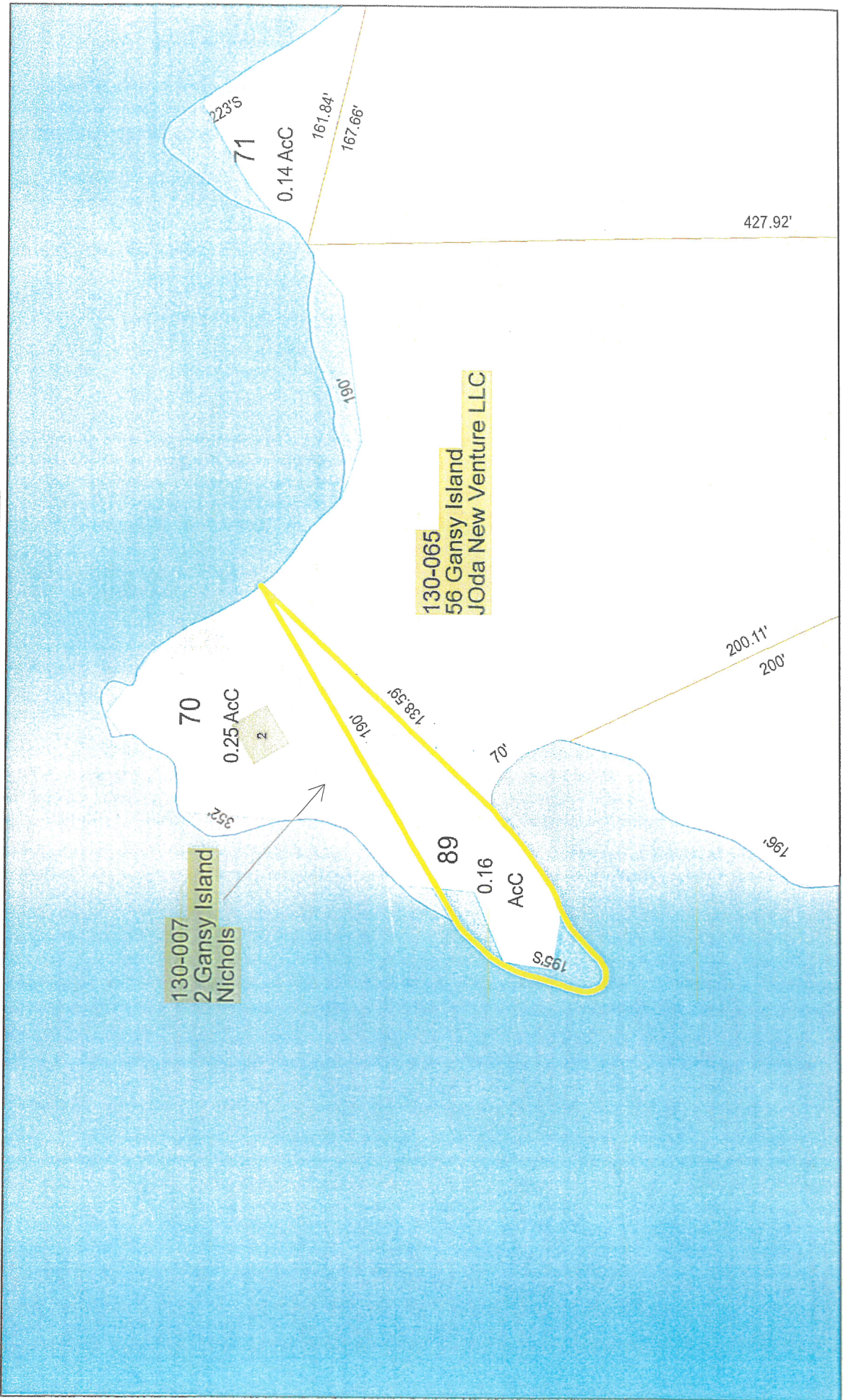
Moultonborough, NH

1 inch = 69 Feet

October 23, 2024



www.cai-tech.com



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



Parcel ID: 000130 / 089 / 000 / 000 / 000

Card: 1 of 1

GANSY ISLAND

MOULTONBOROUGH

Printed: 11/05/2024

OWNER INFORMATION

MOULTONBOROUGH TOWN OF

PO BOX 139

MOULTONBOROUGH, NH 03254

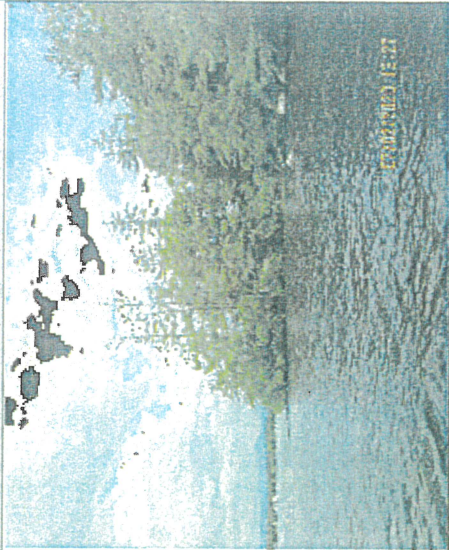
SALES HISTORY

Date	Book	Page	Type	Price	Grantor
12/04/2012	3043	0304	U V 35		557 UNKNOWN OWN
02/04/2009	000	000	U V 99		

LISTING HISTORY

07/02/20	MPVL	MEASURE+LISTED
08/21/13	KL17	DESK REVIEW
08/05/13	RK16	FIELD REVIEW

Picture



MUNICIPAL SOFTWARE BY AVITAR

MOULTONBOROUGH ASSESSING OFFICE

PARCEL TOTAL TAXABLE VALUE

Year	Building	Features	Land
2022	\$ 0	\$ 0	\$ 95,500
Parcel Total: \$ 95,500			
2023	\$ 0	\$ 0	\$ 109,600
Parcel Total: \$ 109,600			
2024	\$ 0	\$ 0	\$ 122,800
Parcel Total: \$ 122,800			

EXTRA FEATURES VALUATION

Feature Type	Units	Length x Width	Size Adj	Rate	Cond	Market Value	Notes
--------------	-------	----------------	----------	------	------	--------------	-------

LAND VALUATION

LAST REVALUATION: 2024

Zone: RES/AGRI WATER	Minimum Acreage: 1.00	Minimum Frontage: 100	Site: ISLAND W/O ELECTRIC	Driveway: Road:										
Land Type	Units	Base Rate	NC	Adj	Site	Road	DWay	Topography	Cond	Ad Valorem	SPI	R	Tax Value	Notes
EXEMPT-MUNIC	0.160 ac	545,630	9	100	45	100	100		50	122,800	0	N	122,800	SHAPE&SIZE
	0.160 ac									122,800			122,800	

OLD MBLU: SEE 023/022/000/000



---

## MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

---

**TO:** Board of Selectmen  
**FROM:** Carter Terenzini, Town Administrator *Carter*  
**RE:** Parcel 130-089 on Gansy Island Re: Tax Deeded Lands  
**DATE:** January 30, 2025  
**CC:** ConCom; PB; HC; C. Theriault; D. Bengtson; D. Sassan; file



As I advised you on 01/27, Town Counsel the Assessor and I met to review the Nichols claim to Parcel 130-089 on Gansy Island. Counsel advises that we could simply deed over this parcel to the owner of the adjoining property – without feeling any necessity to put it out for formal bids – for “some modest sum”. You will find below the history that was reviewed, the opinion of the Assessor with respect to any recovery of foregone taxes and a very rough estimate of what might have been paid over these years if it had been taxed.

**From:** Tom Hughes <thughes@moultonboroughnh.gov>  
**Sent:** Thursday, January 30, 2025 10:18 AM  
**To:** Matthew R. Serge <MSerge@dwmlaw.com>; Carter Terenzini <cterenzini@moultonboroughnh.gov>  
**Subject:** RE: Zoom info for Jan. 27 RE: Map 130 Lot 089 Ganzy Island

Good morning,

Based on our discussion in Monday’s Zoom meeting, I have developed an estimate (see attached) of the what the tax burden would have been on Map 130/070 had the town not mistakenly classified it’s ownership as unknown and then tax deeded it. I strongly recommend against using this estimate as a basis for a sale price, in an attempt to recoup “lost” tax revenue. I will give my reasoning at the bottom of this email, but first I would like to recap what we discussed and determined in our Zoom meeting (01/27/25). I plan to file a copy with the property records and would like to ensure that you agree with my recap of our discussion and determination.

### Background/History

- Up until 2088, the land in question was assessed as a portion of MBLU# 130/065
- In 2008, the town approved a subdivision plan (CCRD PB 221/040) for MBLU# 130/065
- The recorded subdivision plan indicated that the boundary line between MBLU # 130/065 & 130/070 was different from what the town had on the tax map
- This “shift” in the boundary line resulted in a decrease in the acreage of MBLU# 130/065 & an increase in acreage in MBLU# 130/070
- The recorded survey plan was sent to our mapping contractor so they could update the tax map
- For some unknown reason the mapping company created a new a parcel, rather than just adjust the boundary line
- Also for some unknown reason the mapping company/town determined that the owner of this new parcel was unknown.
- The owners of MBLU# 130/070 informed the town that this land (based on the recorded survey plan) was part of their lot



- The owners of MBLU# 130/065, also informed the town the land still belonged to them, based on an unrecorded plan. The unrecorded plan was referenced on the town approved a subdivision plan (CCRD PB 221/040), however it a copy of the plan was never presented to the town.
- In 2012 MBLU # 130/089 (land in question) was tax-deeded for non-payment of taxes.
- The town took ownership of the property in 2012 and has continued to maintain control of the property for the past 12+ years
- On January 27, 2025, the Town Assessor, Town Administrator and Town Counsel met and determined that:
  - this parcel should not have been created,
  - the ownership of the land should not have been changed to unknown and
  - it should not have been taken by tax-deed.
  - Furthermore based on common practice, the town/mapping company should have updated their records, based on recorded subdivision plan/survey, to show that the land in question was part of MBLU# 130/070.
  - The town should take measures to:
    - to return this land, as a portion of their existing lot, to the property owners ( owners of MBLU # 130/070), and
    - update the tax maps and property records accordingly.

**Reasoning for not attempting to recoup “lost” tax revenue, in the transfer of this property back to the original owners:**

- Due to incorrect actions taken by the town in 2008, the owner (as determined above) was never given the opportunity to pay a tax on the land, as the town denied their ownership and as such never included the land in their annual tax bill (2009 – present) nor sent them a separate tax bill on the land.
- Based on the above, it is my opinion that attempting to collect “unpaid taxes” would be in violation of RSA 76:14 (see below) , if not in direct violation then at a minimum in violation of the spirit of the law.
- The law allows for a very short annual window to allow for the correction of omissions, in regards to property tax, and in each year in question (2009- present) that window has clearly passed.
- In addition, through no fault of their own, the owner has not had control of the property during this time period.

**76:14 Correction of Omissions, or Improper Assessment.** – If the selectmen, before the expiration of the year for which a tax has been assessed, shall discover that the same has been taxed to a person not by law liable they may, upon abatement of such tax and upon notice to the person liable for such tax, impose the same upon the person so liable. And if it shall be found that any person or property shall have escaped taxation the selectmen, upon notice to the person, shall impose a tax upon the person or property so liable.

Regards,

Tom

*Thomas Hughes, CNHA*

**MBLU # 130/070**

**Land Portion of Estimated Assessment**

Tax Year	0.25 acres	0.41 acres	<sup>1,2</sup> % Difference	\$ Difference	Tax Rate/\$1,000	Difference in Tax Burden
2024	\$ 211,400	\$ 278,500	32%	\$ 67,100	\$ 5.65	\$ 379.12
2023	\$ 188,800	\$ 249,216		\$ 60,416	\$ 5.70	\$ 344.37
2022	\$ 164,200	\$ 216,744		\$ 52,544	\$ 4.78	\$ 251.16
2021	\$ 125,600	\$ 165,792		\$ 40,192	\$ 6.98	\$ 280.54
2020	\$ 113,000	\$ 149,160		\$ 36,160	\$ 7.13	\$ 257.82
2019	\$ 109,800	\$ 144,936		\$ 35,136	\$ 7.15	\$ 251.22
2018	\$ 94,100	\$ 124,212		\$ 30,112	\$ 7.72	\$ 232.46
2017	\$ 83,600	\$ 110,352		\$ 26,752	\$ 8.22	\$ 219.90
2016	\$ 80,800	\$ 106,656		\$ 25,856	\$ 8.74	\$ 225.98
2015	\$ 80,800	\$ 106,656		\$ 25,856	\$ 9.01	\$ 232.96
2014	\$ 80,800	\$ 106,656		\$ 25,856	\$ 8.86	\$ 229.08
2013	\$ 80,800	\$ 106,656		\$ 25,856	\$ 8.69	\$ 224.69
2012	\$ 152,900	\$ 201,828		\$ 48,928	\$ 8.56	\$ 418.82
2011	\$ 152,900	\$ 201,828		\$ 48,928	\$ 8.33	\$ 407.57
2010	\$ 158,100	\$ 208,692		\$ 50,592	\$ 8.12	\$ 410.81
2009	\$ 144,400	\$ 190,608		\$ 46,208	\$ 7.70	\$ 355.80
				<b>Total</b>	<b>\$ 4,722.32</b>	

<sup>1</sup> 0.41 acres is what the parcel size should be based on boundary line shown on the

2008 Subdivision plan (CCRD PB 221/040)

<sup>2</sup> Parcel had a Condition Factor Adjustment of 0.80 to account for its small size (0.25ac).

Increased to a factor of 1, to be consistent with other similar parcels that of similar in size.

<sup>3</sup> 32% difference was calculated using the current land curve table,  
which was then applied to prior years actual assessments to derive  
an estimated assessed value for 0.41 acres.