

**Wolfeboro Board of Selectmen  
Meeting minutes  
Unapproved  
April 21, 2010**

**Members present:** Chairman Linda Murray, Vice-Chairman Sarah Silk, Dave Senecal, Chuck Storm, and Marge Webster

**Staff present:** Town Manager David W. Owen, Parks and Recreation Director Ethan Hipple, Planning and Development Director Rob Houseman, Police Chief Stu Chase and Recording Secretary Amelia Capone-Muccio

Chairman Murray called the meeting to order at 6:30 PM at the Wolfeboro Public Library.

**Non-Public Session RSA 91-A: 3II**

Mr. Owen stated a non-public session is needed.

Chairman Murray entertained a motion to non-public session.

**Member Marge Webster moved the Wolfeboro Board of Selectmen to non-public session at 6:26 PM to discuss matters which, if discussed in public would likely adversely affect the reputation of a person. Member Sarah Silk seconded. Roll call vote: Marge Webster-yes, Sarah Silk-yes, Dave Senecal-yes, Chuck Storm-yes and Linda Murray-yes, the motion passed.**

The Board re-entered public session at 6:32 PM.

Chairman Murray announced that the Board sealed the non-public minutes of April 21, 2010 by a 2/3rds vote as required by law.

**Consideration of Minutes**

➤ ***April 7, 2010***

Chairman Murray amended page two, second sentence in the eighth paragraph as follows, *She stated that the Public Works Department has done a Road Surface Management Plan and an additional \$150,000 was added to the 2010 road upgrade Warrant Article.*

Chairman Murray amended page fifteen, the last bullet under Committee reports to change the date to June 7-11<sup>th</sup> and amend the last sentence in same bullet to read *NH DES Milfoil Management for Wolfeboro Bay.*

Mr. Storm amended page five, the second motion to change the second to Chuck Storm.

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the minutes of April 7, 2010 as amended. Member Marge Webster seconded. Being none opposed, the motion passed.**

**Public Input**

Kathy Eaton questioned when the appropriate time would be to comment on the request for Jet Ski rentals at the town docks that is listed on the agenda.

Chairman Murray questioned how the Board would like to proceed with such and the Board agreed to take comments during that discussion on the agenda.

## **Public Hearings**

### **A. Temporary Event Permit Applications**

- 1. Kingswood Regional High School to hold the High School Graduation on May 29, 2010 from 7:00 AM – 12:30 PM at the Nick on Trotting Track Road.**

Chairman Murray opened the Public Hearing.

Guy Donnelly joined the Board for discussion and explained they are requesting to hold the graduation at the Nick this year due to the construction going on at the High School.

Being no others to speak for or against the request, Chairman Murray closed the Public Hearing.

Ms. Silk reminded him to apply for a tent permit and temporary sign permit if needed.

**Member Marge Webster moved the Wolfeboro Board of Selectmen to approve the temporary event permit for Kingswood Regional High School to hold the High School Graduation on May 29, 2010 from 7:00 AM – 12:30 PM at the Nick on Trotting Track Road. Chuck Storm seconded. Being none opposed, the motion passed.**

- 2. All Saint's Episcopal Church to hold the Annual Church Summer Fair on July 17, 2010 from 10:00 AM – 2:00 PM (set up Wednesday PM and take down on Sunday AM) at 258 South Main Street.**

Chairman Murray opened the Public Hearing.

Jack McLaughlin joined the Board for discussion and explained this is an annual event with no changes.

Being no others to speak for or against the request, Chairman Murray closed the Public Hearing.

Ms. Silk reminded him to apply for a temporary sign permit if needed.

**Member Marge Webster moved the Wolfeboro Board of Selectmen to approve the temporary event permit for All Saint's Episcopal Church to hold the Annual Church Summer Fair on July 17, 2010 from 10:00 AM – 2:00 PM (set up Wednesday PM and take down on Sunday AM) at 258 South Main Street. Chuck Storm seconded. Being none opposed, the motion passed.**

- 3. Wolfeboro Area Recreation Association to hold a car show on July 24, 2010 from 11:00 AM – 3:00 PM at the Nick on Trotting Track Road.**

Chairman Murray opened the Public Hearing.

Steve Hale joined the Board for discussion and explained this is the 3<sup>rd</sup> year they will hold this event.

Being no others to speak for or against the request, Chairman Murray closed the Public Hearing.

Ms. Silk questioned the location of the parking volunteers.

Mr. Hale replied they would be on site wearing vests.

Ms. Silk noted the notes on the permit.

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the temporary event permit for Wolfeboro Area Recreation Association to hold a car show on July 24, 2010 from 11:00 AM – 3:00 PM at the Nick on Trotting Track Road. Marge Webster seconded. Being none opposed, the motion passed.**

- 4. Wolfeboro Area Recreation Association to hold Family Fun Day on August 28, 2010 from 10:00 AM – 2:00 PM at the Nick on Trotting Track Road.**

Chairman Murray opened the Public Hearing.

Steve Hale joined the Board for discussion and explained that the event will be run the same as in years past.

Being no others to speak for or against the request, Chairman Murray closed the Public Hearing.

Chairman Murray noted this is a great family event.

Ms. Silk noted the notes on the permit from the Department Heads.

**Member Marge Webster moved the Wolfeboro Board of Selectmen to approve the temporary event permit for Wolfeboro Area Recreation Association to hold Family Fun Day on August 28, 2010 from 10:00 AM – 2:00 PM at the Nick on Trotting Track Road. Chuck Storm seconded. Being none opposed, the motion passed.**

- 5. American Cancer Society to hold Relay for Life Fundraiser Walk on June 26 – 27, 2010 from 10:00 AM on the 26<sup>th</sup> – 11:00 AM on the 27<sup>th</sup> at the Nick on Trotting Track Road.**

Chairman Murray opened the Public Hearing.

Jenna Lessard joined the Board for discussion and explained that this will be the 10<sup>th</sup> year of this event.

Being no others to speak for or against the request, Chairman Murray closed the Public Hearing.

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the temporary event permit for American Cancer Society to hold Relay for Life Fundraiser Walk on June 26 – 27, 2010 from 10:00 AM on the 26<sup>th</sup> – 11:00 AM on the 27<sup>th</sup> at the Nick on Trotting Track Road. Marge Webster seconded. Being none opposed, the motion passed.**

- 6. Hospital Aid Association, Inc to hold Spring Fundraisers on May 6 & 7, May 13-15, May 20-22, May 27-29, and June 3-5, 2010 from 10:00 AM- 4:00 PM at 65 Pine Hill Road.**

Chairman Murray opened the Public Hearing.

Ms. Silk stepped down from discussion and vote on this request noting a conflict of interest.

Jane and Bob Wass joined the Board for discussion and explained that this event is part of the kick off to their end of summer Fair.

Being no others to speak for or against the request, Chairman Murray closed the Public Hearing.

Ms. Webster noted the insurance would expire at the end of May.

Mrs. Wass replied they would forward the new one as soon as it becomes available.

**Member Marge Webster moved the Wolfeboro Board of Selectmen to approve the temporary event permit for Hospital Aid Association, Inc to hold Spring Fundraisers on May 6 & 7, May 13-15, May 20-22, May 27-29, and June 3-5, 2010 from 10:00 AM- 4:00 PM at 65 Pine Hill Road. Chuck Storm seconded. Sarah Silk abstained and being none opposed, the motion passed.**

#### **Bulk Vote**

#### **A. Property Tax Abatements/Refunds**

##### **Approvals**

- |      |                        |                        |
|------|------------------------|------------------------|
| i.   | Abatement/Refund # LLK | Tax Map 237, Lot 3     |
| ii.  | Abatement/Refund # 45  | Tax Map 151, Lot 6     |
| iii. | Abatement/Refund # 57  | Tax Map 168, Lot 1 & 2 |
| iv.  | Abatement/Refund # 58  | Tax Map 249, Lot 1     |

##### **Denials**

- |     |                       |                        |
|-----|-----------------------|------------------------|
| i.  | Abatement/Refund # 11 | Tax Map 241, Lot 45    |
| ii. | Abatement/Refund # 28 | Tax Map 172, Lot 27-25 |

#### **B. Property Tax Credits/Exemptions**

- |      |                          |                        |
|------|--------------------------|------------------------|
| i.   | 496 Center Street        | Tax Map 148, Lot 9     |
| ii.  | 7 Park Avenue            | Tax Map 190, Lot 61    |
| iii. | 18 Birch Hill Estates Rd | Tax Map 177, Lot 10-33 |

#### **C. Notices of Intent to Excavate**

- |    |                   |                     |
|----|-------------------|---------------------|
| i. | South Main Street | Tax Map 244, Lot 64 |
|----|-------------------|---------------------|

#### **D. Raffle Permit**

- |    |                                  |
|----|----------------------------------|
| i. | Wolfeboro Area Children's Center |
|----|----------------------------------|

- ii. Wolfeboro Lions Club
- iii. High Hopes Foundation of New Hampshire
- iv. Perform It! Young Peoples Stage Company

#### ***E. Timber Tax Levies***

- i. \$658.88
- ii. \$4,431.19
- iii. \$3,138.09

Ms. Silk questioned if the intent to excavate is an after the fact application.

Mr. Owen replied he believes it is a renewal for the new tax year.

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the Bulk Vote items as listed above. Marge Webster seconded. Linda Murray-abstained and being none opposed, the motion passed.**

### **Appointments**

#### ***A. Zoning Board of Adjustment***

Chairman Murray suggested they hold off on this discussion until after they discuss 7B under New Business.

#### ***B. Milfoil Committee***

Chairman Murray stated Bill Swaffield, John Bridges and Ken Marshner were not able to attend tonight's meeting.

Kurt Deitzer and Skip Lorimor joined the Board.

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to appoint Bill Swaffield, Ralph Cadman, John Bridges for a 1-year term and Skip Lorimor and Kurt Deitzer for a 2-year term. Marge Webster seconded. Being none opposed, the motion passed.**

Ms. Silk thanked the volunteers for this Committee noting their hard work.

### **New Business**

#### ***A. Arbor Day Proclamation 2010***

Chairman Murray read the attached proclamation declaring Arbor Day in Wolfeboro May 7, 2010. *(See attached)*

#### ***B. Declare Vacancy in Position of Alternate Member of Board of Adjustment***

Chairman Murray stated they have been informed that Christopher Britt no longer resides in Wolfeboro so he has to be removed from the ZBA.

**Member Sarah Silk moved whereas the Board of Selectmen finds that Christopher Britt is no longer a resident of Wolfeboro and therefore no longer qualified to serve on the Wolfeboro ZBA, the Board declares**

**Mr. Britt's previous position as an Alternate member of the Zoning Board of Appeals to be open. Chuck Storm seconded. Being none opposed, the motion passed.**

Chairman Murray stepped down from discussion and vote on a new appointment to the ZBA by leaving the table.

Vice-Chairman Silk stated Dave Senecal has applied for the Alternate position on the ZBA and she noted he would step down if any conflicts should arise.

**Member Marge Webster moved the Wolfeboro Board of Selectmen to appoint Dave Senecal as an Alternate Member to the ZBA. Chuck Storm seconded. Dave Senecal abstained and being none opposed, the motion passed.**

Chairman Murray rejoined the Board.

***C. Confirmatory Deed-110 sq. ft. parcel to Eastern Lakes Housing Coalition, Inc.***

Mr. Owen stated that in 2006 the Board of Selectmen held public hearings pursuant to RSA 41:14-a for a land swap of two 110 sq. ft parcels. He explained the land swap was done to make an adequate width for the driveway of the proposed Eastern Lakes Housing Coalition project. The deeds have finally been prepared and ready to be signed.

Chairman Murray stated the two hearings were held on October 4, 2006 and October 18, 2006.

**Member Marge Webster moved the Wolfeboro Board of Selectmen to approve and sign a Confirmatory Deed transferring a parcel of land consisting of 110 sq. ft. to the Eastern Lakes Region Housing Coalition, Inc. Chuck Storm seconded. Being none opposed, the motion passed.**

***D. Amendment to Site Lease-Green Mountain Realty Corp.***

Mr. Owen stated this is the amendment to the site lease to include the additional area the town was encroaching on at the School District's land around the Water Tower.

Victor Drouin joined the Board and stated this is memorializing the acquisition of the land previously encroached upon by the town and adding it to the site lease.

Chairman Murray stated she reviewed the originally lease and noted that stated that there was to be four possible places to place antennas and questioned why all four have not been used.

Mr. Drouin replied that upon further review they found the fourth location is below the tree line and is not usable.

Chairman Murray stated that when it comes time to review the lease that should be discussed, as it would affect the income.

Mr. Drouin stated the town receives 75% of the rent and the fourth location on the top of the tower is being evaluated on its structure for another possible location.

Ms. Silk questioned why they would put it on the top rather than the side.

Mr. Drouin explained it has better coverage.

Member Marge Webster moved the Wolfeboro Board of Selectmen to approve the Amendment to the Site Lease between the Town and Green Mountain Realty Corp. to incorporate the area obtained from Governor Wentworth Regional School District into the leased area, and to authorize the Town Manager to sign the Amendment to the Site Lease on behalf of the Board. Chuck Storm seconded. Being none opposed, the motion passed.

#### ***E. License Agreement-Wolfeboro Jet Ski***

Mr. Owen stated as agreed by the Board at the last meeting he had this request reviewed by the Town Attorney and he felt that a Commercial Landing Vessel Permit would not fit this request, but a License Agreement would.

Victor Drouin joined the Board for discussion and stated he has helped the boys over the last few weeks to try and bring this business venture to fruition. He stated they have reviewed the License Agreement. He stated that he also contacted the MS. Mount Washington Captain in regards to his concerns of safety for the novice renters. He stated the Captain explained the "Mount" is a 180-ton ship that takes 28 minutes to come and go from the Docks. He stated that he told the Captain they would suspend rentals during the time the "Mount" would be coming and going from the Docks, which only impedes a half an hour a few days a week. He stated he also responded to the concerns of the Fire Chief regarding the Fire Boat that is located on the town docks and the need to clear the area in the event of an emergency is assumed and understood. He stated they also reached out to the Marine Patrol as to getting an idea of the number of boats on the lake in a season, but they informed them they currently compiling such data.

Ms. Webster stated she appreciates him contacting the "Mount" in regards to their concerns, but she questioned how they would deal with those renters already out in the lake after the "Mount" is in.

Nathan Drouin joined the Board and replied they would provide the renters with a training process and the renters will be told they can not come and go during the "Mounts" entrance and exit of the town docks. He stated they will contact Marine Patrol and any defiance on the matter will not be tolerated.

Chairman Murray opened the discussion up for public comment.

Kurt Deitzer joined the Board and questioned if these would be 2-cycle watercraft.

Mr. N. Drouin replied they would be 4-cycle.

Kathy Eaton, owner of the Millie B/ Wolfeboro Trolley Company stated she has had lots of experience skipping the Millie B and based on that experience she does not feel that Wolfeboro Bay is a safe place for Jet Ski renters to be going in and out. She stated she supports and admires what these young people would like to embark on, but recommends they use a dock in Back Bay. She explained that she, the skipper of the Winnepesaukee Belle and the MS Mount Washington all have commercial licenses and a lot of experience, but the novice going out on a jet ski with little training is dangerous. She stated the Millie B weighs 5,000 to 6,000 pounds and is not able to come in and out when the "Mount" comes in. She noted that there is another Jet Ski rental company in Back Bay.

Dave Ford stated his concern regarding this request is the location and noted they have been working on beautifying the area at the docks and the "Friendship" bench is placed in this exact location during the summer months and having another commercial business encroaching on the beautiful view is not something he would like to see. He would like the Board to preserve the area at the docks from any future commercial business and retain the unique character of Wolfeboro.

Chairman Murray noted that she had the same concern and provided some pictures of the area.

Ms. Silk stated that the Back Bay docks would seem to be a more appropriate location.

Mr. Senecal stated dock space is premium and \$500 for the season is low rent compared to what most people pay for space. He stated he also has concerns about the congestion and agrees with Mr. Ford's concerns.

Ms. Webster stated she would like them to look into doing it in Back Bay and noted maybe the noise of the Jet Ski would scare away the geese.

Victor Drouin stated that they originally were only looking for a kiosk to solicit customers; it was the town who recommended this path they have taken. He stated as far as the \$500, which is the same fee scale the other commercial boats pay on the dock.

Chairman Murray clarified the Board originally found out about this proposal at the last meeting at which they discovered the Hawkers and Peddlers permit did not seem like a good fit, but maybe a Commercial Landing Vessel permit would be. They agreed at that meeting to have the Town Attorney review this, which since recommended a License Agreement and since she received that at this meeting she has not had time to review it. She stated they also did not have the opportunity to hear public input since the request was not on the agenda for the last meeting. She stated she does have the concern of opening Pandora's Box for kiosks and has a great concern for the safety of novice jet skiers in Wolfeboro Bay. She stated she is willing to look for another location on Back Bay to entertain this request. She apologized for the path it took and knows that it is important to support new business ventures for Wolfeboro.

Peter Alden stated there is not another Jet Ski rental location in Wolfeboro and they are trying to foster businesses in Wolfeboro. He stated they will be giving training and have addressed the concerns raised. He feels they are being prejudiced to age and this community is dependent on summer income.

Nate Drouin stated this is the Oldest Summer Resort in America and he has lived here all his life. He stated that dock can only be used for shallow boats and no matter who used the dock they would need to be aware of the safety issues. He stated it is too bad to shut out tourist activity in the Oldest Summer Resort in America.

Ms. Webster stated she had great admiration for what this group is trying to do and is not prejudiced to age, but her concern is the safety.

Ms. Silk stated she would be more likely to support this venture for this group rather than adults, but unfortunately is like putting a round peg in a square hole. They haven't figured out how this falls in their permits. She feels Back Bay would be the prime location for this venture and they are willing to find some town owned property for them to use. She apologized if they were misled by staff, but it is a safety concern.

Fred Stevens suggested a member of the Board work with this group to find a solution as it important to the community to find things for our youth to do. He also suggested the paper write up a story on this young entrepreneurial group.

Victor Drouin stated that their proposal fits both the town's Hawkers and Peddlers permit and Commercial Vessel Landing permit. He stated they have worked hard on this project and no matter what happens they will still have the Jet Ski's going out of the Bay.



Member Sarah Silk moved the Wolfeboro Board of Selectmen to table the discussion on the request for Wolfeboro Jet-Ski until another location can be determined. Marge Webster seconded. Dave Senecal abstained and being none opposed, the motion passed.

#### ***F. Trapping on Town owned land***

Dan Coons, Chairman of the Conservation Commission, joined the Board for discussion and stated it came to their attention a policy needs to be developed for trapping on town owned land.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve making it the official policy of the Town of Wolfeboro that all inquires about trapping fur-bearing animals be directed to the Conservation Commission. Marge Webster seconded. Being none opposed, the motion passed.

#### ***G. Friends of Town Hall***

Joyce Davis joined the Board for discussion and reviewed her memo dated April 21, 2010. (See attached)

Ms. Silk stated they have plenty of data that has been collected over the years and it is time to move forward. She stated all the proposals for new buildings have been voted down and they need a healthy and safe place for the employees to work. She encourages the town to work with the Friends and move forward on this project.

Mr. Storm stated they need to define the space requirements by having a group such as Mr. Owen, Town Employees and the Chairman to tighten up the space needs.

Chairman Murray questioned for clarity if he would like the staff to define their space needs.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to have an advisory committee created to determine the space needs at Town Hall and members to be selected by the Board Chairman and for such group to report back to the Board. Being no second, the motion failed.

Ms. Webster asked for clarity between Mr. Storm and Mrs. Davis's requests.

Mr. Storm replied he is just looking for an informal group to nail down the space needs to be able to move forward with a design for a Warrant Article.

Mr. Senecal questioned if the Friends were planning on covering the cost of the plans needed, with enough information to determine the actual cost.

Mrs. Davis replied they are prepared to sit with the Board to clarify what is needed for the proposal and the Friends are prepared to spend the money to do such.

Mr. Senecal stated he has concerns about their estimate being enough money to do this project and that he will be surprised if it is enough. He is afraid that once they get into the project they won't have enough money, like what happened at the Rail Road station. He stated he would like to see some solid numbers and volunteered to help them with that.

Ms. Silk noted they are not starting from scratch. They have the plans done by McGinley Kalsow & Assoc.

Mrs. Davis stated they have the ability to raise funds, but it is difficult without an approved project to get funds.

Ms. Silk noted the Friends have spent \$35,000 on the plans already.

Ms. Webster stated it is a major project and the voters want concrete numbers, not conceptual plans. She stated in order to sell this project to the voters the number has to be determined and you can't go over that figure.

Mrs. Davis stated they are much further along than they were last year and she would not be here if they couldn't get this done by March. She stated the time to do this is now while construction costs are lower.

Ms. Webster stated she admires Mrs. Davis's passion for this project.

Richard O'Donnell stated as a member of the Friends, before they are able to move forward they need to know the actual space needs as they have a variety of numbers and do it that as quickly as possible. He stated that the opportunity for lower construction costs will not last much longer and he suggests they do this project with construction management to save money. He stated they need the Friends and the Board to get together to discuss it. He would love to have Mr. Senecal and Ms. Webster work with them.

Mr. Senecal agreed to work with the Friends.

Chairman Murray stated she wanted to see a public/private partnership on this project from the beginning and she thanked the Friends for raising the funds they have been able to raise. She stated the Town Hall has more votes than any other project on the Warrant and with a solid figure they can sell the project.

Mr. Owen stated the space needs have been studied several times and probably just need refinement, which wouldn't take much.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to appoint an advisory committee to reconfirm the space needs of Town Hall with members appointed by the Chairman to work with the Friends of Town Hall. Member Sarah Silk seconded. Being none opposed, the motion passed.**

Chairman Murray appointed Dave Senecal and Chuck Storm to the Committee to work with Mr. Owen and Town staff. She stated the Friends can appoint a representative to work with the group and she requested this group update the Board at every meeting or at least monthly.

#### ***H. Capital Projects Status Report***

Dave Ford joined the Board for discussion and stated on a side note the Board of Selectmen need to take a vote to support the Lake Wentworth Watershed Management Plan.

**Member Marge Webster moved the Wolfeboro Board of Selectmen to support the grant for the Lake Wentworth Watershed Steering Committee. Member Chuck Storm seconded. Being none opposed, the motion passed.**

Mr. Ford reviewed and discussed his Capital Project Status Report dated April 14, 2010. (See attached)

Ms. Silk questioned when North Wolfeboro Road would be on the list to upgrade.

Mr. Ford replied the gravel roads are in good shape and are graded on a regular basis, but North Wolfeboro Road itself is in very poor shape and will need a major project to fix it. He stated Stoddard Road's culverts will be repaired this spring.

Chairman Murray stated she would like to discuss Mr. Ford's suggestion further of making the Town Docks open space for eternity.

Ms. Silk thanked Mr. Ford for his recent presentation at the Community Center.

Chairman Murray stated that she would like Mr. Ford to listen to the next item on the Agenda as she has some concerns regarding the surplus in the Water/Sewer fund and questions the audit reviews from 2006, 2007 and 2008. She questioned what will happen to the funds in the sewer and water project and what a Capital Contribution is.

Mr. Ford replied Capital Contribution is a grant from RDA for the North Main Street, Mill and Varney Road project.

Chairman Murray questioned why due from other government comes in different.

Mr. Chamberlin replied it is loan proceeds vs. grants.

Chairman Murray stated at this time it looks as though they have \$1.9 million dollars plus in cash in the water fund in 2008 and questioned if they would go away in 2009.

Mr. Chamberlin replied not significantly.

Mr. Ford replied that he and the Finance Director need to meet with the auditors to discuss this for further clarification.

Chairman Murray stated if that fund keeps accumulating that needs to be considered for future Capital Improvement and rate discussions.

Mr. Chamberlin stated he plans to visit the previous auditor for clarification as well.

#### ***I. Ongoing Carry-over Capital Projects.***

Pete Chamberlin joined the Board and stated he had provided the Board with a spreadsheet of projects to be carried forward as recommended by the Auditor.

Chairman Murray questioned why they would carry over Bay Street.

Mr. Owen replied that they still need funds to pay the contractor.

Mr. Chamberlin stated the Auditors recommended this list for projects that are still ongoing.

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the 2009 Capital Projects Carry-forward list. Marge Webster seconded, being none opposed, the motion passed.**

#### ***J. Monthly Budget and Expenditures and Revenues Report.***

Pete Chamberlin joined the Board for review and discussion of his monthly report.

Chairman Murray questioned if the income from the Town of Brookfield has come in yet for Parks and Recreation budget.

Mr. Chamberlin replied it has not come in yet. He also noted that the property liability bill is \$15,000 under estimate and that his staff is reviewing files for general assistant payments and verifying property liens have been applied. He also provided an estimate of Electric usage over the last several years done by the Municipal Electric Department Director for their information.

#### ***K. Master Plan Goals Assigned to the Board***

Chairman Murray stated the Goals for the Board have been updated as discussed at the last meeting and they are ready for adoption.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the 2010 BOS Master Plan Goals as written. Sarah Silk seconded, being none opposed, the motion passed.**

#### ***L. BOS Goals for 2010***

Chairman Murray stated she updated the 2010 Goals for the Board as discussed at the last meeting and they are ready for adoption.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the 2010 BOS Goals as written. Sarah Silk seconded, being none opposed, the motion passed.**

#### ***M. Incentive for Healthy Lifestyle Contest***

Ms. Silk stepped down from discussion and vote as she is participating in such contest with the employees.

Ms. Webster thanked the staff and employees for participating in such program.

**Member Marge Webster moved the Wolfeboro Board of Selectmen to contribute \$100 from the Selectmen's Miscellaneous Operating Expense line item to support the Wellness Committee's "Spring into a Healthy Lifestyle" program. Dave Senecal seconded. Sarah Silk-abstained and being none opposed, the motion passed.**

Chairman Murray stated the Board needs to have public votes on two decisions made via e-mail; one being flowers for the Public Works Secretary's mother passing and a donation made in honor of the Town Clerk's husband's passing.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to use funds from the Board's Miscellaneous Operating Expense line to purchase flowers and make a donation as stated above. Sarah Silk seconded. Sarah Silk-abstained and being none opposed, the motion passed.**

#### ***N. Revised Policy for Tax Deeded property***

Mr. Owen stated this update is removing reference to the Historic District Commission.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the revised Policy for Tax Deed Properties by removing the reference to the Historic District Commission. Dave Senecal seconded. Sarah Silk abstained and being none opposed, the motion passed.**

### **Any Other Business**

Ms. Webster stated the Food Pantry is in need of the funds approved by the voters at Town Meeting, but understands they will not be distributed until July.

Mr. Owen replied past practice is to distribute half in July and half at the end of the year.

Chairman Murray stated it coincides with when tax money comes in.

Ms. Webster requested that at least half of their request be distributed ASAP due to a short fall in funds.

Chairman Murray stated she would like the Treasurer to report the cash flow.

**Member Marge Webster moved the Wolfeboro Board of Selectmen to approve \$3,000 of the L.I.F.E. Ministries Food Pantry's fund request be dispersed to them ASAP. Sarah Silk seconded and being none opposed, the motion passed.**

Chairman Murray passed out CIP guidelines for this year.

Mr. Owen stated they will focus on town roads, ADA and drainage projects.

Chairman Murray suggested the following:

- Phase large projects into small ones
- Focus on Town Hall
- Look at large road projects and don't leave them unnamed.
- Parks and Recreation needs a long range plan

Ms. Webster stated she would like time to digest this.

Chairman Murray stated staff needs it to get going on it and suggested they send it out to them and if Ms. Webster has any concerns to email them to Mr. Owen. The Board agreed.

### **Town Manager's Report**

Mr. Owen stated the following:

- The Department of Labor inspector will be back tomorrow for a follow up review.
- He provided the Board with a copy of the proposed settlement from the US Department of Justice and noted it has been forwarded to staff for review.

- He provided the Board with a correspondence from the Town of Moultonborough urging the Town to support the Education Funding Bill.

Chairman Murray stated the Board should send a letter of support as a Board as well as individual e-mails from each of them.

Mr. Storm questioned the request in the packet for a License Agreement to rent bicycles.

Chairman Murray stated that they were not prepared to discuss that on the Agenda this evening, but the representative could speak under public comment.

### **Committee Reports**

Mr. Storm stated the Planning Board approved the request for a cellular antenna on the Water Tower and an examination of the tower's structure is underway.

Chairman Murray stated the following:

- The 250<sup>th</sup> Anniversary Committee will have a costume contest in the Great Smith River Canoe Race and will be holding a barn dance on June 12 at the Moody Barn

Ms. Silk stated the following:

- She will be providing medicine collection training at LRHPF.
- She stated they are approaching the Hazardous Waste collection season starting the 3<sup>rd</sup> Saturday in May, with medicine collections in June and August from 8:30 to Noon. The flyer for such is now available.
- Friends of Abenaki are working on fundraising and events will be coming soon.

### **Questions from the Public**

TJ Palmer joined the Board and stated his Company Black Lab Bicycles would like to rent bikes at the entrance of the Bridge Falls Path for the summer season. He explained that he would not be leaving anything permanent including a sign at the site, so if he was not there you wouldn't know he existed. He plans to trailer the bikes down and put out his sign only when renting.

Mr. Senecal stated the Railroad Station will need a summer tenant in the future.

Ms. Silk suggested he talk to the Codes Department regarding a sign permit.

Mr. Owen suggested this request be reviewed as a License Agreement as well.

The Board agreed and such would be on the next agenda.

Chairman Murray questioned if the Board agreed to have Mr. Owen look for a spot in Back Bay for the Jet Ski request as well.

The Board agreed.

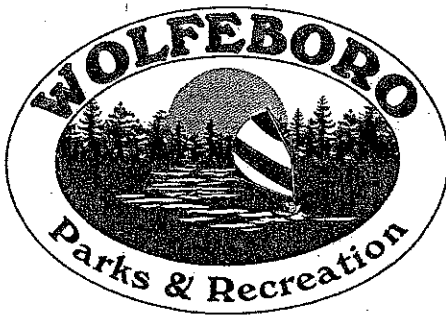
## Questions from the Press

None.

*Being no further business before the Board, Chairman Murray entertained a motion to adjourn.*

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to adjourn at 9:35PM. Member Sarah Silk seconded. Being none opposed, the motion passed.**

Respectfully submitted,  
*Amelia Capone-Muccio*  
Amelia Capone-Muccio



## Arbor Day Proclamation 2010

Whereas, In 1872, Julius Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday called Arbor Day was first celebrated in the State of Nebraska on April 10, 1872. More than a million trees were planted throughout the state and Arbor Day is now celebrated throughout the nation and the world, and

Whereas, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs when planted correctly around our homes, moderate the outdoor temperature, clean the air, consume carbon dioxide and produce oxygen, provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our town increase property values, enhance the economic vitality of business areas and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal, and

Whereas, Wolfeboro has been recognized as a Tree City USA by the National Arbor Day Foundation for 28 consecutive years and desires to continue its tree planting practices,

Therefore, We the Board of Selectmen of Wolfeboro, New Hampshire do hereby proclaim May 7, 2010 as Arbor Day in the Town of Wolfeboro, New Hampshire, and urge all citizens to celebrate Arbor Day and support efforts to protect our trees and woodlands, and

Further, we urge all citizens to plant trees to gladden the heart and promote the well being of this and future generations.

Dated this 15<sup>th</sup> day of April, 2010

\_\_\_\_\_  
Linda Murray, Chair

\_\_\_\_\_  
Sarah Silk, Vice Chair

\_\_\_\_\_  
Dave Senecal

\_\_\_\_\_  
Marge Webster

\_\_\_\_\_  
Chuck Storm

ment



April 21, 2010

To: The Board of Selectmen, Wolfeboro NH

From: The Friends of Wolfeboro Town Hall,  
Joyce Davis, spokesperson

Re: Renovation of Brewster Hall 2011 warrant article

The following studies and evaluations have been completed regarding the condition, code compliance and space needs of Brewster Memorial Hall:

- 1998 A G Architects Code Compliance Study
- 2000 Evaluation of Town Hall for Code Compliance
- 2003 A G Architects Space Needs Assessment
- 2004 Turner Engineers Property Condition Assessment
- 2007 McGinley Kalsow Wolfeboro Town Hall Space Needs Study
- 2009 Yerhot Environmental Solutions LLC Indoor Air Quality Testing
- 2009 NH Dept of Labor Audit of Safety & Health Program
- 2009 Primex Physical Hazard Survey

In addition the following detailed construction plans were prepared:

- 2008 McGinley Kalsow Wolfeboro Town Hall Renovation Plan

And most recently, a reduced-scale conceptual plan:

- 2009 NCA Collaborative Architects Wolfeboro Town Hall

4-21-10  
B.O.S.  
attachment

2.

*press*  
Based on the volume of information that exists regarding the condition of the building, the planning that has already occurred, the demonstrated need for improved facilities and the results of previous years' voting, the Friends believe it is the right time for the Town to move forward on a warrant article for the full repair and renovation of Brewster Memorial Hall.

The Friends would like to work with the Board of Selectmen and Town Staff to develop a proposal based on the conceptual plans presented to this board in November of 2009 by John Grosvenor of Newport Collaborative Architects. We will work with the Board, Staff, John Grosvenor and others to refine the plan to meet the Town's needs.

The voters will support a plan for Brewster Memorial Hall that creates modern, energy efficient, cost effective office and meeting space for Town employees and the citizens of Wolfeboro. The friends believe that a warrant article for the full repair and renovation of Town Hall should be developed to appear on the March 2011 ballot. We are here tonight to ask the Board of Selectmen to consider our offer of help and agree to move forward to develop a proposal for 2011.

# Capital Projects Update Report

April 14, 2010

YR	Art #	Project	Budget	Spent	Encumbered	Balance	Comments
2006	7	Wastewater Effluent Study/Facility Plan Update #4 54100.310	\$ 1,771,740	\$ 1,771,740	\$ -	0	DONE
2007	7	WWTP - RIB/Clean up/Facility plan #57400.100	\$ 6,368,000	\$ 5,278,908	\$ 890,438	\$ 198,654	Substantial completion obtained March 4th, 2009; Contractor has to complete punch list items
		Phase 1 Treatment Plant Upgrade					WWTP Headworks & Plant Water system Bids received; Keymont low bid at \$979,000; W-P Construction Phase Eng \$108,170; ARRA funded at 50% (loan forgiveness).
		Phase 2 Treatment Plant Upgrades					RIB 4 & 5 Const. GC-Coleman at \$161,000 + W-P engineering \$105,000 = \$266,000
		Total of both Warrants	\$ 8,139,740	\$ 7,050,648	\$ 890,438	\$ 198,654	Balance to be used for other WWTP upgrades under ARRA contract Phase 1 and on RIB site
2007	8	Water System Improvements	\$ 865,000	\$ 826,643	\$ 0	\$ 38,357	Project 1- S. Main St. Tank Mixing - Project Complete;
		#2-57200.100					Project 2- Chlorine Contact Tank; Project Complete, Parking lot overlay in 2010.
2007	10	Downtown Street Design- Total project Cost					
		\$130,250					
		#1-57100.100 - \$80,250	\$ 80,250	\$ 78,758	\$ -	\$ 1,492	Design complete, balance to be used for bidding
		#2-57200.120 - \$50,000	\$ 50,000	\$ 42,596	\$ -	\$ 7,404	Design complete, balance to be used for bidding
2003	16	Bay Street - Bridge to replace culverts	\$ 332,832	\$ 292,228	\$ 10,573	\$ 30,031	Project Completed, holding retainage of \$10,573
2007	11	Bay Street- Water & Sewer Upgrades					
		#1-57100.110 - \$200,000 -SEWER	\$ 200,000	\$ 165,507	\$ -	\$ 34,493	complete
		#2-57200.130 - \$100,000 -WATER	\$ 100,000	\$ 67,989	\$ -	\$ 32,011	complete
2007	12	Reclaim Slump Dump	\$ 65,267	\$ 53,716	\$ 1,545	\$ 10,007	Project Substantially Complete, AUR approval is pending
2007	15	Sewall Road Reclaim/Pave	\$ 766,330	\$ 749,775	\$ 0	\$ 6,555	Project complete, some additional drainage improvements have been made, other will be required.
		#1-57100.140					

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4-21-10  
attached

# Capital Projects Update Report

April 14, 2010

YR	Art #	Project	Budget	Spent	Encumbered	Balance	Comments
2008	10	Sewer Inflow/Infiltration Rehabilitation	\$ 820,000	246,426	349,207	224,367	I/I Bid low bid by National Water Main Co for \$247,462; work started to be completed in Spring; Change order for restoration of Library and Public Safety driveways
		#4-57500-100				224,367	Balance for Lehnert Street and other I/I repairs
2008	11	ADA Building Upgrades	\$ 310,000	\$ 294,522	\$ 806	\$ 14,672	AG Architects prepared plans, Home is Construction Manager; Work completed at Docksider, Railroad Station, Library & Public Safety. Minor punch list and retainage left.
		#1-57500-100					Balance to be used for ADA parking spaces at Public Safety and Library
		ADA Building Upgrades-Community Ctr.	\$ 25,000	\$ 25,000	\$ -	\$ -	Community Building complete
		#1-57500-190					
2008	12	Water Distribution Upgrades	\$ 660,000	\$ 562,109	\$ 46,596	\$ 51,295	Union St project complete- engineering for Glendon and Lehnert- Balance for RDA grant application and environmental review and construction
		#2-57500-100					
2008	13	Sidewalks & Drainage- South Main St.	\$ 100,000	\$ 95,291		\$ 4,709	Rebuilt 2,700 feet +/- of sidewalk from Public Safety Bldg to Golf Course.
		#1-57500-140					Shin and pave sidewalks from Clark Road to Pickering Corner (lake side); Crescent Lake Ave to Pickering Corner; and Carpenter School to Union Street (about 2,800 feet).
2008	16	Center Street Drainage Study/Eng	\$ 120,000	\$ 116,216		\$ 3,784	Study and Preliminary engineering complete, balance to be used for construction phase
		#1-57500-200					
2009	14	Water Dist Upgrades	\$ 260,000	\$ 256,809		\$ 3,191	Bid awarded to DBU Const. for \$241,875; Construction completed by end of summer; Slantec engineer Union and School St. watermain replaced. Note, small section of School St to be done in next phase.
		#06-57600-100					
2009	15	Railroad Station Upgrades	\$ 145,000	\$ 135,612	\$ 1,927	\$ 7,460	Phase 1 Work Substantially complete, punch list, holding retainage
		#1-57600-100					
2009	22	Upgrade Town Roads	\$ 400,000	\$ 368,182	\$ 13,325	\$ 20,493	Engineering/Sidewalks for Center St- Balance to Northline road overlay
		#1-57600-100					
2009	24	HD-12	\$ 60,000	\$ 57,563		\$ 2,437	Project Complete
		#01-57600-110					
2010	11	Center Street Drainage	\$ 600,000.00			\$ 600,000.00	On Hold until SRTS grant issues resolved
		#01-57700-115					
2010	12	Water Line Upgrades	\$ 600,000.00			\$ 600,000.00	On Hold until SRTS grant issues resolved
		#06-57700-100					
2010	15	Smith River Stream Bank	\$ 175,000.00			\$ 175,000.00	Waiting on Wetland Permit prior to bidding
		#01-57700-120					
2010	18	Building Evaluation	\$ 60,000.00		\$ 49,700	\$ 10,300.00	PO for \$49,700 issued to Bergeron Tech Services; started on PSB
		#01-57700-125					
2010	20	Upgrade Town Roads	\$ 550,000.00			\$ 550,000.00	Assess St & Glen Rd. Shin. W. Lay New. Gravel on River Edge. Shuman August 11th Valley
		#01-57700-135					
2010	23	RR Station	\$ 77,000.00			\$ 77,000.00	PO to be issued for Kimball- Town to install underground electric/drain;
		#01-57700-145					
2010	24	Rt 28 Study	\$ 99,000.00		\$ 95,000	\$ 4,000.00	Issued PO for \$95,000 to Slantec for Study/project
		#01-57700-150					
2010	25	Replace HD-10	\$ 100,000.00		\$ 55,700	\$ 44,300.00	Truck Bid Award to Diprezlo - balance for truck set up
		#01-57700-155					
2010	26	Docksider Upgrades	\$ 70,000.00		\$ 67,074	\$ 2,926.00	Matrix- design build stamped concrete- done; Connolly- Custom build Rail - ongoing
		#01-57700-100					

Town of Walpole  
Capital Projects Carry Over List  
As Of December 31, 2009

	Original Appropriation	2005 Payments	2006 Payments	2007 Payments	2008	2009	Total Expended To 12/31/2009	2009 Encumbered	Balance	Fund Total
1 54100.240 Bay Street Project	332,832.00				50,183.20	242,044.96	292,228.16	10,573.00	30,030.84	30,030.84
1 57100.100 DOWNTOWN STREET DESIGN 2007	80,250.00			17,470.40	49,258.49	12,029.55	78,758.44	0.00	1,491.56	
1 57100.110 Bay Street Water/Sewer Line 2007	200,000.00			630.74	28,370.70	136,506.77	165,508.21	0.00	34,491.79	
1 57100.120 Reclaim Slump Dump 2007	65,267.00			10,685.50	7,765.50	35,263.68	53,714.68	1,545.27	10,007.05	
1 57100.140 Sewall Road Reconstruction 2007	756,330.00			573,914.23	155,378.08	20,482.50	749,774.81	0.00	6,555.19	
1 57600.100 Town Road Reclamation 2009	400,000.00					366,181.84	366,181.84	13,325.02	20,493.14	
1 57600.100 Railroad Station Improvements 2009	145,000.00					135,612.38	135,612.38	1,927.43	7,460.19	
1 57500.100 ADA Compliance Projects 2008	310,000.00				254,600.80	40,097.78	294,522.00	806.00	14,872.00	
1 57500.140 Sidewalks Pickering & Clark 2008	100,000.00				45,203.50	50,087.10	95,290.60	0.00	4,709.40	
1 57500.200 Center Street Drainage & Design 2008	120,000.00				54,471.01	61,744.89	116,215.90	0.00	3,784.10	103,664.42
6 57200.100 South Main Street Water Tank 2007	865,000.00			155,632.81	587,033.88	83,976.64	826,643.33	0.00	38,356.67	
6 57200.120 DOWNTOWN STREET DESIGN 2007	50,000.00			5,163.76	30,086.48	7,364.92	42,595.16	0.00	7,404.84	
6 57200.130 Bay Street Water/Sewer Line 2007	100,000.00			315.37	7,473.80	60,193.73	67,988.90	0.00	32,011.10	
6 57500.100 Green/Treadwell Water Main Improvements 2008	660,000.00				261,902.22	300,206.58	562,106.80	46,595.74	51,295.46	
6 57600.100 Replace Water Mains 2009	260,000.00					256,809.08	256,809.08	0.00	3,190.92	132,258.99
7 54100.310 Wastewater Effluent Study 2006	1,771,740.00		553,323.29	1,078,932.59	139,484.12	0.00	1,771,740.00	0.00	0.00	
7 57400.100 WWTF Improvements 2007	6,368,000.00			245,006.86	3,966,428.55	1,067,472.59	5,278,908.00	890,438.00	198,654.00	
7 57500.100 Infiltration/Inflow 2008	820,000.00			0.00	17,555.25	228,871.34	246,426.59	349,207.16	224,366.25	423,020.25
									658,943.66	658,943.66