

**Wolfeboro Board of Selectmen
Meeting Minutes – Approved
December 16, 2015**

Members present: Chairman Dave Senecal, Brad Harriman, Linda Murray, Dave Bowers and Luke Freudenberg.

Staff present: Town Manager David W. Owen, Public Works Director Dave Ford, Parks and Recreation Director Ethan Hipple, Finance Director Pete Chamberlin, Police Captain Dean Rondeau and Recording Secretary Michele Chamberlain.

Chairman Senecal opened the meeting at 6:30 PM.

Non-Public Session RSA 91-A3

Mr. Owen stated we need to have a non-public session about collective bargaining and personnel RSA 91 – A: 3 II (a) and 9 (c). Also he stated this is the first meeting in the Great Hall.

Consideration of Minutes

Linda Murray agreed to the minutes of the December 2, 2015 meeting with the following amendment to Paragraph 6, on page 5: Mrs. Murray stated that the sign issue was forwarded to the Planning Board for discussion and reviewed in 2015 as they are the Board that sets the regulations. She feels that the Board should notify the Planning Board of this issue and request they put this topic to the top of their agenda for 2016. Brad Harriman also wants the minutes to reflect that he recused himself from the discussion about business directional signs under New Business.

It was moved by Dave Senecal and seconded by Linda Murray to accept the minutes of December 2, as amended. Members voted and being none opposed, the motion passed.

Public Hearings

A. Alcoholic Beverages Permit – Abenaki Lodge Donors' Event.

Chairman Senecal opened the public hearing.

Chairman Senecal asks if there are any questions about the alcoholic beverage permit needed for Abenaki Lodge Donors' Reception that is taking place this Saturday.

Public Input

Mr. William Swaffield addressed the board about the Friends of Abenaki holding their Abenaki Lodge Donor's Event. The event is celebrating the opening of the new lodge this Saturday, December 19, 2015 from 4 to 6 pm. He mentioned that he sent out invitations to the board members and hopes they plan on attending the event. He also stated that if he forgot anyone he was personally inviting them now. He stated that the new lodge is almost completely finished. This week they were finishing the hand-made tables and outside the chimney is almost complete which they hope to have done by Saturday. He says now all we need is the white stuff called snow. A few people chuckle over this remark.

Chairman Senecal closed the public hearing.

It was moved by Dave Bowers and seconded by Dave Senecal to waive the \$50 permit application fee and to approve and sign the permit to serve and offer for sale beer and wine for consumption at the Abenaki Lodge in conjunction with the Friends of Abenaki

**Donors' Reception taking place this Saturday, December 19, 2015
from 4:00 to 6:00 PM.**

Bulk Vote

Weekly Manifests

December 11, 2015

December 18, 2015

Property Tax Refund/Abatements

- i. Abatement/Refund #4 (2015)
Tax Map 217, Lot 109-9
- ii. Abatement/Refund #5 (2015)
Tax Map 234, Lot 19

Property Tax Credits/Exemptions

- i. 667 Brown's Ridge Road Tax Map 50, Lot 5

2015 Equalization Municipal Data Certificate

Vouchers to Trustees of Trust Funds

- i. Fire Trucks & Apparatus Capital Reserve--
\$36,476.37
- ii. DPW Vehicle/Equipment Capital Reserve--
\$138,665.22
- iii. Wastewater Treatment Plant Capital Reserve--
\$38,342.19
- iv. Abenaki Lodge Capital Reserve Fund- \$281,135
- v. Abenaki Ski Area Capital Reserve Fund- \$17,700

Accept Donations of Less than \$10,000

- 1. \$3,797 from the Friends of Town Hall for purchase of
tables and dollies
- 2. \$180 from Black's Paper Store for partial sponsorship
of EDC event.
- 3. \$7,600 From a Generous Benefactor for Town
Employees Holiday Party.

It was moved by Dave Senecal and seconded by Linda Murray to approve the Bulk Votes items A –F above. Members voted and being none opposed, the motion passed.

Appointments

Economic Development Committee

Linda Murray stated that there are currently two vacancies on the EDC and that Lisa Lutts had written a letter to request to be appointed to the Committee. She has worked in non-profits for over thirty years and is now at the NH Boat Museum. She would be an excellent candidate. Linda Murray asks Selectman Dave Bowers if he has anything to add. Dave Bowers states she runs a smooth operation at the Boat Museum and she is very enthusiastic about it.

Chairman Senecal asked Lisa Lutts to come up to address the Board.

Lisa Lutts stated she has thirty years experience and her marketing experience would be a benefit to the town.

It was moved by Linda Murray and seconded by Dave Senecal to approve the appointment of Lisa Lutts to the Economic Development Committee for a term through April 1, 2018. Members voted and being none opposed, the motion passed.

Deputy Fire Warden

It was moved by Dave Senecal and seconded by Brad Harriman to approve the appointment of Timothy Paul O’Keefe as Deputy Fire Warden. Members voted and being none opposed, the motion passed.

New Business

Carroll County Administrator and Commissioners

The new County Administrator, Ken Robichaud, and two County Commissioners, David Babson and Chris Ahlgren, were on hand to address the board with any questions they had. Ken stated that they have been on the road visiting a lot of towns and he believed this was the seventh town they have visited. We are here to answer any questions that the board may have.

Linda Murray questioned the costs in the County's Form MS 46 line 4150, Financial Administration that went from \$6,267 to \$849,432 and Legal cost went from \$33,300 to \$719,800. She asked why line 3509 Misc. & supplies went from \$14,431,922 to \$1,166,905.

Ken Robichaud doesn't have an answer on why this cost is so much. He stated that they have a new finance director. He is sure it is a mistake and will email us the correct information.

Linda Murray states that this may need to be amended and will you send another revised MS -46?

Ken Robichaud states that if it's a mistake, we need the correct numbers.

Chairman Senecal asks if there are any other questions?

Linda Murray asks if there are any other changes? She also asks if there is anything else we should know.

Monthly Budget Expenditures and Revenues Report

Finance Director Peter Chamberlin addressed the Board and passed out handouts with the revisions that the Board asked him to make.

Linda Murray thanks Peter for the revisions.

2016 Default Budget

The 2016 Default Budget was presented to the Board by Financial Director, Peter Chamberlin.

It was moved by Brad Harriman and seconded by Dave Bowers to approve the 2016 Default Budget of \$25,202,280. Members voted and being none opposed, the motion passed.

Carry Forward Projects

It was moved by Linda Murray and seconded by Dave Senecal to allow the carry forward list dated 12/10/15 (see attached sheet) to be approved. Members voted and being none opposed, the motion passed.

Petition to Layout Winnepesaukee Drive and a portion of Knights Pond Lane

Public Works Director, Dave Ford addressed the Board . I have been working with the property owners for the last 4 to 5 years. He explained the procedure to fix the roads and what will need to be done. Thomas Frangos, the new developer, explained to Dave Ford that he would meet with the Board if the petition to conditionally lay out Winnepesaukee Drive and the portion of Knights Pond Lane is approved. Randy Walker, Mr. Frangos' attorney, and Town Counsel are working on this. Dave Ford explains that Thomas Frangos knows that only \$830,000 will be approved and that engineering costs and third party inspection and testing are not included in that price.

Linda Murray stated that January 20 may be too late to hold a public hearing on a bonded warrant article so she suggested the bond Public Hearing be on January 6. She would like to see this go forward.

Dave Ford asked to go forward with the layout plan.

It was moved by Linda Murray and seconded by Chairman Senecal to conduct a public hearing on the petition to conditionally lay out Winnipесаaukee Drive and the portion of Knight's Pond Lane at a public meeting on January 20, 2016.

Chairman Senecal addresses the public and property owners that tomorrow night is the Budget Committee meeting which takes place at the Public Library at 6:00 PM which he recommends someone attend in case the Budget Committee has any questions about this warrant article.

Chairman Senecal stated that the Budget Committee is tougher than we are.

Chairman Senecal asks Dave Ford if he is all set now.

Dave Ford agreed and thanked the Board.

Abenaki Lodge Use Policy

Ethan Hipple addressed the Board about the Use Policy for the Abenaki Four-Season Lodge. He is asking that the policy be put into place soon because of upcoming events that are scheduled to take place at the Lodge.

It was moved by Brad Harriman and seconded by Dave Bowers to approve the Use Policy for the Abenaki Four-Season Lodge at the Abenaki Ski Area. Members voted and being none opposed, the motion passed (see attached sheet).

Chairman Senecal states that Ethan Hipple has elected to take another job and will be done on January 8. Would you share with the Board where you are going and what you will be doing?

Ethan Hipple stated his last day would be January 8 and he has worked for the Town for the last seven years. He is taking another director's job for the City of Portland, Maine.

Dave Bowers stated that he was well liked and did a great job. He asked if the population is a lot bigger?

Ethan stated around 70,000 people in the city.

Linda Murray stated he will be missed.

Ethan Hipple thanked the Board and stated he is here through the 8th of January.

Boat Agent Agreement

Steve Durgan, owner of Goodhue-Hawkins, addressed the Board for the renewal of the Boat Agent Agreement with the Town. He stated it has been very remunerative to the town. He stated that each year the money goes up. Pat Waterman and her girls do a great job for us.

Linda Murray stated you gave the town \$22,970.00 so far this year. It is a win-win situation and we appreciate it.

Chairman Senecal asked for any discussion.

It was moved by Chairman Senecal and seconded by Linda Murray to approve and sign the Boat Agent Agreement with Goodhue-Hawkins Navy Yard for the year of 2016. Members voted and being none opposed, the motion passed.

Warrant Article Review – Continued

Linda Murray stated that she has changes to three warrant articles. She handed out a proposed sheet (see attached sheet) with changes to these articles that she feels to be appropriate. The three articles that she proposed to change are:

Article: Establish Dockside Parking Lot Capital Reserve Fund

Reduce from \$200,000 to \$100,000

Article: Establish a Building Maintenance Capital Reserve Fund

Reduce from \$75,000 to \$30,000

Article: Solid Wastes Building Expansion

Reduce from \$150,000 to \$20,000

Dave Bowers asked when the work will be done to Dockside.

Chairman Senecal it will be done in 2017.

Dave Bowers agrees with Linda Murray to change the amount for Dockside from \$200,000 to \$100,000 since the work won't be done this year.

Brad Harriman states he also had some changes to make to the articles, but if the bottom line comes out the same he was fine with Linda Murray suggestions.

Chairman Senecal asked if everyone understood these changes.

Chairman Senecal asked if all are in favor. All were in favor so the vote was 5 to 0. A date needs to be set for the public hearing on warrant articles over \$100,000. It was discussed that this January 6th

Selectmen's meeting is the only meeting scheduled before the January 19th deadline for such hearing.

It was moved by Linda Murray and seconded by Brad Harriman to approve setting this January 6th meeting for the public hearing on warrant articles over \$100,000. Members voted and being none opposed, the motion passed.

Resolution Recognizing Chief Morrill's Years of Public Service

Brad Harriman asks Chairman Senecal if a motion needed to be made. Chairman Senecal moved to approve and sign the Resolution in Recognition of 40 years of public service by Philip "Butch" Morrill. Brad Harriman seconded the motion. Members voted and being none opposed, the motion passed.

2015 Town Report Cover and Dedications

Dave Bowers states that he is 100 percent in favor of the proposed In Memorium dedications for the 2015 Town Report.

Linda Murray stated that Phil Ganem needs to be added to that list of In Memoriums.

There was a discussion of Phil's name being added to the list but keeping Dennis Bean as the recommendation that the Town Report be dedicated to.

Linda Murray stated that the Town Hall has been on the front cover for a number of years and suggested having a picture of Abenaki Ski Lodge instead.

Brad Harriman thought the Town Hall should be on the front cover since it was finished this year.

There was a discussion of the two pictures of the Town Hall and on which one should be used.

Chairman Senecal stated the pictures of the Town Hall need to be cropped.

Brad Harriman was not sure which picture should be used but they need to be cropped.

Linda Murray agreed to have Abenaki Four Season Lodge on the back.

It was moved by Chairman Senecal and seconded by Dave Bowers to have the Town Hall on the front cover with Abenaki on the back of the Town Report. Members voted and being none opposed, the motion passed.

Town Manager Search Agreement

Chairman Senecal addressed the Board with his thoughts that we were going to start the Town Manager search in 2016. It was agreed by the Board to have the Town Manager request for MRI in 2016 to start a search for applications for a new Town Manager.

Linda Murray stated the Town Manager job is very important and the only person the Board hires.

It was moved to authorize the Board's Chairman to sign the professional service agreement with MRI to conduct a Town Manager search process, which was approved unanimously.

Any Other Business

Mrs. Murray stated that a going away party should be given for Ethan Hipple. She believes a lot people in the community would like to thank him for his service. She recommended having the party December 26, the opening day of Abenaki Ski Area.

Mr. Owen states that it is only a three-day work week that week and might be hard to organize that quickly. He suggested January 2 as another date that might be possible. He stated about asking Assistant Director, Christine Collins and the staff at Abenaki for suggestions and to make sure that Ethan would be in town that day.

Mr. Owen stated that a date is needed for the Community Television taping for the Warrant Articles. Tuesday, January 19, 2016 was decided upon with a 1:00 pm time being allotted for at the studio.

Town Manager's Report

Mr. Owen stated the following:

He noted that a part-time custodian position for the Town Hall has been advertised.

He stated that the Electric Department has hired a full line crew.

He stated that we have a new recording secretary tonight. Hello to Michele Chamberlain.

He noted that the town offices will be closed December 24th and December 25th.

He noted that the dump will be opened December 26, Saturday and December 27, Sunday so people can dispose of

their trash.

He asked the Board whether they wanted to continue to have the selectmen meeting here at the Town Hall or back at the Public Library.

Linda Murray stated that the meetings should be here at the Town Hall but we need to have more speakers and a microphone.

Dave Bowers stated that we need a clock on the wall here.

Ryan, the videographer, commented about the speakers behind the Board.

The Board discussed that we need more speakers and microphones but the meeting should be held at the Town Hall.

Dave Bowers stated that it is very hard to hear in here.

Mr. Owen stated that Channel 9, Chronicle would be showing our Town Hall in their program this Monday.

Committee Reports

Mr. Freudenberg stated he attended a Budget Committee Meeting.

Mrs. Murray stated she attended the Town's Christmas Parade, the Chamber's Executive Board meeting, the Chamber Social, Public Restroom Committee, Fisherville Committee and the EDC meeting. The Fisherville Committee will start finalizing plans after the new year.

Mr. Bowers stated he went to the library meeting and the EDC.

Mr. Harriman stated he attended The Planning Board's meeting.

Questions from the Press

None were noted.

Being no further business before the Board, Chairman Senecal entertained a motion to enter non-public session.

Member Linda Murray moved the Wolfeboro Board of Selectmen to enter non-public session at 8:15 PM to under RSA 91 – A: 3 II © to discuss personnel. Brad Harriman seconded. Roll call vote: Luke Freudenberg-yes, Dave Senecal-yes, Dave Bowers-yes, Brad Harriman-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 8:42 PM.

Chairman Senecal stated the non-public session minutes of December 16, 2015 were sealed by the 2/3 vote required by law.

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

Chairman Senecal moved the Wolfeboro Board of Selectman to adjourn at 8:43 PM. Member Linda Murray seconded. Being none opposed, the motion passed.

Respectfully submitted,
Michele Chamberlain

