

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
November 19, 2014**

Members present: Chairman Linda Murray, Vice-Chairman Sarah Silk, Dave Bowers, and Brad Harriman.

Members absent: Dave Senecal.

Staff present: Town Manager David W. Owen, Finance Director Pete Chamberlin, Director of Public Works Dave Ford, Director of Parks and Recreation Ethan Hipple and Recording Secretary Amelia Capone-Muccio.

Chairman Murray opened the meeting at 6:30 PM.

Non-Public Session

Mr. Owen stated a non-public session is not needed.

Consideration of Minutes

➤ 11/5/14

Ms. Silk amended page two, the second to the last paragraph to add “if the bids had been received”. She amended page six, the last paragraph to add “as the extent of the wetlands”.

Member Dave Bowers moved the Wolfeboro Board of Selectmen approve the minutes of the November 5, 2014 meeting as amended. Brad Harriman seconded. Members voted and being all others in favor, the motion passed.

Public Input

Josephine Amatucci addressed the Board and stated she has provided the Board with a copy of the Manchester, NH’s and the Town of Wolfeboro’s Police Union agreements. She stated that these examples show that the Board of Selectmen does have authority over the Police Department as the agreements are “with the Town”. She also stated that contrary to what she was told previously that you can have a criminal and civil case going at the same time. She stated she is demanding the Board of Selectmen to investigate Rob Houseman and the Police Department with an outside agency. She stated she wants her name cleared and she wants the Board to let her know at their next meeting. She stated that she will not let this go without anyone going down in the ground.

Chairman Murray replied that the reason she provided the answer with regards to the civil and criminal lawsuit is because the Town is represented by Counsel.

Suzanne Ryan stated she is finding it difficult to follow the process and the cost of the Town Hall project and requested a more detailed report on what work is being done, including the finances of the project. She feels a budgetary report should be included in the updates, similar to what Dave Ford does when he updates his projects. She also questioned who the Committee is as she hears no Board discussion on the project and noted that only one individual does not have the authority to make changes nor does the staff.

Chairman Murray stated that it is not a Committee, more like a construction team and that a spreadsheet was provided at the last Board meeting, but would provide more information going forward.

Public Hearings

A. Disposition of Town-owned Property for Boundary Line Adjustments at the Town Electric Generation Building Property on Lehner Street.

Chairman Murray opened the Public Hearing and read the notice.

Mr. Owen explained this the second of the two required public hearings and that Town Counsel has drafted an agreement for donations to the Abenaki Ski Lodge project in lieu of compensation.

Suzanne Ryan asked for clarity on the project.

Chairman Murray explained that this is the second public hearing on adjusting some land in the area of the electric department substation and former generation plant to clarify boundaries, and there are reciprocal right of ways that will remain in place.

Mr. Owen added it is addressing encroachment on a private property and an approved encroachment on Town Land in 1998 that was never formalized with a plan.

Being no others to speak for or against the proposed disposition of Town property, Chairman Murray closed the Public Hearing. She stated the vote will take place at the Board's December 3rd meeting.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated November 14, 2014
2. Manifest dated November 21, 2014

B. Property Tax Abatements/Refunds

Approvals

- i. Abatement/Refund #14 Tax Map 101, Lot 7

C. Tax Exemptions/Credits

- i. 346 Forest Rd Tax Map 227, Lot 29
- ii. 294 Beach Pond Rd Tax Map 98, Lot 29
- iii. 65 Heath Trail Tax Map 220, Lot 13

D. Land Use Change Tax Warrant

- i. 425 Brown's Ridge Road Tax Map 37, Lot 4

Chairman Murray noted that some of the forms did not have all the answers checked off and the Town Manager had those corrected on the originals.

It was moved by Sarah Silk and seconded by Brad Harriman to accept the Bulk Vote items A-D. Members voted and being none opposed, the motion passed.

New Business

A. Discussion: Petition to remove the stops signs at the intersection of Millwood Road, Pine Street, and Crescent Lake Ave.

Jason Lovering addressed the Board to discuss the petition he submitted with support from those who live and use the roads on a regular basis, and hopes the Town does the right thing and removes the signs. He stated it seems the signs were installed due to a speeding issue and this does not seem like the right way to address that problem.

Grey Tyler questioned who made this decision and how much did it cost.

Chairman Murray replied the request came from the Public Works Department seeking the Board's approval and the DPW would need to answer the cost.

Mr. Tyler stated a friend has suggested making it a toll road.

Gary Brockney of 19 Pine Street stated he had complained to Mr. Ford about the speed on the road but the problem is more Pine Street that is a very narrow road that has school bus traffic (but no students are picked up on the street) and people not using caution when pulling out of Clark Plaza. He feels that having a Police Officer monitor the road at key times of the day may be a better way to go or even one of those flashing speed lights.

Dave Ford addressed the Board and stated that he sought the approval of the Board to install the signs on August 29th after the road had been repaved and concerns made to him by residents on Crescent Lake Ave. He stated the intent of the signs was to address a public safety problem and to reduce the use of the road as a cut through or short cut for the morning traffic. He stated the cost to install the signs was a few hundred dollars.

Mr. Bowers stated he has driven this road and had a visibility problem with one of the signs.

Chairman Murray stated she drove it too and feels the signs are awkward and the signs are too far apart.

Mr. Ford stated it is a dangerous road; it is narrow but is not scheduled for any upgrades for a number of years. He will do whatever the Board wishes to do.

It was moved by Dave Bowers and seconded by Linda Murray to remove the stop signs at Millwood Road, Crescent Lake Ave and Pine Street based on a petition submitted with the majority of the residents that do not want the signs and to look into other means to address the speed concerns.

DISCUSSION:

Ms. Silk questioned if the Police Department could borrow a speed sign and would ask such question at the Police Commission meeting tomorrow.

Suzanne Ryan asked if the road could be made just one way.

Mr. Ford replied that is a drastic change and has been discussed in the past, but determined would not be a good option.

Ms. Silk suggested the Town Manger contact the School District to find out why the buses travel the road.

Members voted and being none opposed, the motion passed.

It was moved by Linda Murray and seconded by Dave Bowers for the Town Manager to contact the Police Department with regards to the removal of the signs and to express the concerns with regard to the speed and if the road could be monitored by the Police Department. Members voted, and being none opposed, the motion passed.

B. Monthly Budget and Expenditures Report

Pete Chamberlin, Finance Director, addressed the Board to discuss the monthly budget and expenditures report and noted the Town is at an average point for this time of year. He stated as of October 2014 the expended to date is as follows: General Fund 79.495%, Water Fund 87.351%; Sewer Fund 117.420% and Pop Whalen Fund 71.773%. The overall expended-to-date is 83.698%. He noted that the day ahead market process of the Electric Department starts Monday December 1st and he is watching that budget closely.

Chairman Murray questioned at what point will they know if they will need to over expend.

Mr. Chamberlin replied they will know this month.

Ms. Silk thanked Mr. Chamberlin for being on top of the budget.

Chairman Murray noted there is \$7,773 left in the Milfoil budget and questioned if that was due to the grant.

Mr. Chamberlin replied that it has been reduced since that reporting but will have a surplus.

C. Warrant Article Review.

Mr. Owen stated the Board has been provided with a list of the potential Warrant Articles for review. He stated as of today the AFSCME Union contract has been settled and will be

forwarded to the Board for approval at the next meeting. He forwarded the articles for review by Town Counsel.

Chairman Murray suggested the Board wait to vote on the articles until Dave Senecal can be present at their next meeting. The Board agreed.

Review of Articles

Article H-Abenaki Ski Lodge \$281,135

Ethan Hipple addressed the Board to discuss the proposed public/private partnership to replace the 1940 Lodge that the area has outgrown. He stated major upgrades at the facility over the last few years have increased the attendance causing them to outgrow the current lodge as well as many code compliance deficiencies. He summarized the process of the project starting with the 2011 site plan, then reached out to the public in 2013 for input on the conceptual design to today a plan for a 3,432 square foot building at a cost of \$631,000 to be split with the Friends of Abenaki leaving \$281,135 to be raised by the taxpayers.

Bill Swaffield, Friends of Abenaki, addressed the Board to thank Mr. Hipple for spearheading the revitalization of the ski area and rink. He stated the Friends are committed to help raising funds for the project and have raised \$185,000 to date. He stated their next goal is to do a mailing to solicit donations.

Ms. Silk stated this facility is so important to Wolfeboro and getting the kids outside doing healthy activities.

Chairman Murray thanked the Friends of Abenaki for their partnership in the project.

Article S-Abenaki Capital Reserve \$15,250

Ethan Hipple addressed the Board and stated like other Capital Reserve Accounts this one was created to plan the expenses for the facility over the next 30 years.

Article D-Annual Road Upgrades \$650,000

Dave Ford addressed the Board and explained this is an annual maintenance item and he provided a list of roads to be done.

Article E-Upgrade Stonehenge Road to Town Standards \$80,000

Dave Ford stated he had increased the cost on this one to \$80,000 to allow for contingency and noted if they don't need it, it will not be spent.

Chairman Murray questioned if they have an agreement with the property owners.

Mr. Owen replied they have the minutes reflecting such is subject to betterment assessments.

Article F-Annual Sidewalk Upgrades

Mr. Ford stated similar to the annual Town road maintenance, this article addresses sidewalks and this is particularly for South Main Street from the High School south to Weston Auto Body.

Article I- Asset Management Plan \$50,000

Mr. Ford stated he has been working on this for a number of years to manage the Town's assets. He stated the purpose of such plan for long- term planning for the CIP.

Article J-Libby Museum Repairs \$200,000

Mr. Ford stated this article addresses the building structural issues and he is recommending a design build project and is awaiting the estimated costs and it may be possible to phase this project.

Article K-North Main Street Reconstruction-Preliminary Design \$50,000

Mr. Ford stated this project will address the replacement of the waterline from Pickering Corner to Forest Road, a review of the drainage system and this will be a municipally managed project.

Article L-Dockside Plot Upgrade \$160,000

Mr. Ford stated that this will address the settling and sink holes as well as no storm water treatment.

Article M-Waste Water Effluent Disposal Study \$700,000

Mr. Ford stated that the study is to look into options such as to maximize the ground water discharge, develop pilot programs for proposed ideas and to look into the cost to add a pipeline around the lake. He stated the purpose of the study is to provide a well thought out solution.

Article P-Waste Water Treatment Plant Capital Reserve \$125,000

Mr. Ford stated this is an annual practice to plan for future improvements.

Article R- Public Works Vehicle and Equipment Capital Reserve Account \$170,000

Mr. Ford stated this also annual practice for future planning.

Article B-Purchase & Demolition of Dilapidated Buildings on Lehner St. \$135,000

Mr. Owen stated that he discussed the wetlands concerns with the Conservation Commission Chair and they are considered low grade wetlands as they are manmade and would be fillable through a permitting process. He provided work done by Randy Tetrault for future permitting work to be done that could be done in Capital Outlay for 2016.

Ms. Silk questioned if they have received an appraisal from the property owners for this one and the Bean property.

Mr. Owen replied not yet.

Chairman Murray questioned if the Board is interested in pursuing this purchase.

Mr. Bowers replied he is willing to purchase it if the owner comes down in the price.

Ms. Silk stated she feels they are asking a lot of money for them and does not really see them going anywhere and would rather purchase the Bean property as it is usable and more desirable.

Mr. Bowers feels the opposite.

Mr. Harriman stated he has a concern about the cost as they have to tear them down at a cost and some concern about the amount of back taxes owed by the property owner. He agrees the Bean property is desirable.

Mr. Bowers questioned why the Town wants the Bean property.

Chairman Murray agreed the price is too high, but if reduced it makes sense to purchase these properties and add restrooms as the area connects to Foss Field and is something that is needed on that side of Town. She does not support another set of restrooms downtown when none are in the area of Foss Field or North Main Street.

Ms. Silk would like to put both projects off until next year and focus on the ski lodge.

Article G-Temporary Relocation of the Town Offices \$76,250

Mr. Owen stated that he provided revised information with back up including a work schedule from CCI. He stated they are not scheduled to reoccupy Town Hall until the end of September 2015.

Ms. Silk questioned why the expenditures are over.

Chairman Murray replied that there was more cost to move in to the hospital as counters had to be built, etc.

Article H-Ski Lodge re-discussion

Chairman Murray noted the Friends of Abenaki do not have the full amount of the funds raised and if for any reason they do not have all the funds will this cause a problem with DRA.

Mr. Chamberlin replied that they need to have the full amount raised before the Town can issue a contract.

Chairman Murray stated she has some thoughts on that and if they could bond the project or set up a Capital Reserve fund with the Town appropriated funds until the Friends of Abenaki raised the full amount, which would secure the Town funds.

Mr. Harriman replied he likes the Capital Reserve concept.

Mr. Owen stated he would look into that for a Warrant Article.

Article N-Fund NEPBA Contract \$36,077

Article M-Fund AFSMCE Contract TBA

**Article Q-Fire Trucks and Apparatus Replacement Capital Reserve Account
\$176,000**

Old Business

Chairman Murray stated the Pickleball court construction is underway.

Any Other Business

Chairman Murray stated that December 4th is the Budget Committee meeting for the Fire Department hydrants.

Town Manager's Report

Mr. Owen stated the following:

- He provided the list of subcontractors for the Town Hall project and noted they recently discussed holding off on the stage construction to allow for a larger contingency.

Chairman Murray stated after they looked at the stage they discussed other venues in town that have a stage and if something like that is really needed and to do something different. They also decided they are not going to do the handicap lift to the stage.

The Board agreed not to do a stage.

- The Tax rate has still not been received and they may need a special meeting when it comes in.
- Chuck Reese of DRA Municipal and Property came to meet with the Town Manager and Contract Assessor to discuss the upcoming revaluation process and determined the Town to be in good shape.
- Due to the holiday the manifest will be done Tuesday.
- He will be out of Town on Wednesday beginning at noon.
- NH Public TV will be showing the trip he took to Iceland on a rebroadcast from tonight on Saturday and Sunday.

Committee Reports

Mr. Harriman attended the Planning Board meeting discussing the construction of the new building next to the Wolfeboro Inn.

Mr. Bowers attended the EDC meeting and the Library Trustees meeting.

Chairman Murray attended two project meetings for Town Hall, the Chamber Executive Board meeting, the Milfoil Joint Board meeting, the EDC meeting and two Budget Committee meetings.

Ms. Silk attended the Annual NRRRA meeting; she will attend Police Commission tomorrow and noted she has received a lot of complaints about the digital change over for Metrocast.

Public Comment

None.

Questions from the Press

None.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to adjourn at 9:29 PM. Member Brad Harriman seconded. Being none opposed, the motion passed.

Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary