

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
January 2, 2013**

Members present: Chairman Linda Murray, Vice-Chairman Sarah Silk, Dave Senecal, Chuck Storm and Dave Bowers.

Members absent: None.

Staff present: Town Manager David W. Owen, Finance Director Pete Chamberlin, Director of Public Works Dave Ford, Director of Planning and Development Rob Houseman and Recording Secretary Amelia Capone-Muccio.

Chairman Murray opened the meeting at 6:30 PM.

Non-Public Session RSA 91-A: 3II

Mr. Owen stated a non-public session is needed to discuss litigation.

Consideration of Minutes

➤ **12/19/12**

Chairman Murray amended page 14, the fourth paragraph to read as follows: "The Board agreed to remove "except for public dancing, horseracing, prizefighting, and wrestling from the ordinance".

Member Sarah Silk moved the Wolfeboro Board of Selectmen to accept the minutes of December 19, 2012 as amended. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

Public Input

None.

Public Hearings

Temporary Event Permit Request

A. Friends of the Wolfeboro Community Bandstand to hold Bandstand Concerts on July 6,13,20,27 and August 3, 10,17,24 and 31, 2013 from 5:00 PM -10:00 PM at Cate Park.

Chairman Murray opened the public hearing.

Ethan Hipple joined the Board for discussion and explained that the Parks & Recreation Department co-sponsors the annual event.

Being no others to speak for or against the request, Chairman Murray closed the public hearing.

Ms. Silk noted that the insurance certificate expires in July, but being their 18th year they probably know to submit the new one.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit to the Friends of the Wolfeboro Community Bandstand to hold Bandstand Concerts on July 6,13,20,27 and August 3, 10,17,24 and 31, 2013 from 5:00 PM -10:00 PM at Cate Park Chuck Storm seconded. Members voted and being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated December 28, 2012
2. Manifest dated January 4, 2013

B. Property Tax Abatements/Refunds

Approvals

- i. Christian Ridge Road (Part 2) Tax Map 218, Lot 60

C. Property Tax Credits/Exemptions

- i. 5 Pointe Sewall Road Tax Map 229, Lot 25

D. Notice of Intent to Cut Wood or Timber

- i. Cowper Road Tax Map 74, Lot 3 & 4
Tax Map 61, Lots 1 & 2

E. Land Use Change Tax \$2,948.00

It was moved by Chuck Storm for the Wolfeboro Board of Selectmen to approve the Bulk Vote items as submitted. Dave Bowers seconded. Being none opposed, the motion passed.

New Business

A. Review of Revised Compilation of Warrant Articles

The Board reviewed the Warrant Articles for any additional revisions and discussed the following:

➤ Article B Center Street Reconstruction \$700,000

Chairman Murray stated that she would like price scenarios included with the presentation.

➤ Article E Construct Park Maintenance Building \$200,000

Chairman Murray questioned if the Board is agreeable to the relocation of the building.

Mr. Owen stated that due to the soil conditions of the former location it would be more costly to address such so the Director moved the location.

➤ Article F Upgrade Town Roads \$600,000

Ms. Silk questioned which Budget Committee member voted against Town Road upgrades.

Mr. Owen replied John Burt, and noted it is not that he is against it, he disagreed with the amount.

Chairman Murray stated he preferred to fund it at \$500,000.

➤ **Article G Middleton Road \$150,000**

Mr. Ford joined the Board for discussion and provided a memo dated January 2, 2013 responding to the Budget Committee's lack of support for the project. He stated that he did not attend their last meeting due to the storm and he is not clear why they do not support it. He provided a brief overview of the project and why the Town should support the Municipally Managed project. He summarized such as that the State has made it clear they do not intend to make any upgrades to this road and have been neglecting it for the last eleven years. He stated this is one of the seven major roads connect that Wolfeboro to other communities with an average daily traffic of 1,200 vehicles per day. He stated there are 158 dwellings and 34 additional lots in Wolfeboro on this road and it also is home to the Municipal Electric Department and the Town Cemetery. He stated the road is in deplorable condition and the only way to get it repaired is to accept NH DOT's offer to re-designate the road from a Class II road to a Town Class V Road and the State will fund a portion of the upgrades at approximately \$1,000,000. He stated the benefits of making such upgrades will increase the Town's revenue from the State, provide a safer travel way for motorists, and reduce the Town's plowing time as well as wear and tear on residents and Town vehicles.

Ms. Silk noted it would also help with Public Safety as the Police and Fire vehicles need to reduce their speed due to the condition of the road.

Mr. Bowers questioned why the Budget Committee is against such project.

Chairman Murray replied that they feel the State should make the upgrades to the road and then turn it over to the town.

Ms. Silk stated that she, Chairman Murray and Selectmen Storm attended a Lakes Region Planning Commission meeting with NH DOT and also learned at such meeting the State has no intentions to maintain roads like Middleton Road, they don't have the funds to do so. She agrees with the Budget Committee philosophically, but the reality is the State will not upgrade the road and this is the only option to get the needed repairs to the road.

Mr. Ford would like to get the Budget Committee's support on this article and if he doesn't he would like to remove it from the Warrant.

Chairman Murray noted the Board met with the local Senator and Legislators in the past regarding the vehicle registration surcharge funding, and now they are seeing the impact from that decision to discontinue it. She noted they also met with the new Commissioner of NH DOT to discuss such matters. She stated she prefers not to remove the Warrant Article as they would see the same problem next year.

Mr. Bowers suggested that they ask the Budget Committee to reconsider their decision.

It was moved by Dave Bowers for the Wolfeboro Board of Selectmen to request the Budget Committee to reconsider their support of Warrant Article G Middleton Road at the their January 3, 2013 meeting. Sarah Silk seconded. Being none opposed, the motion passed.

➤ **Article M Public Works Vehicle & Equipment Capital Reserve \$160,000**

Chairman Murray stated that Mr. Ford provided them with an updated list of vehicles coming in and going out.

➤ **Article N Fire Trucks and Apparatus Replacement Capital \$176,000**

Chairman Murray stated this has been updated to reflect that Utility 1 will be replaced in 2014.

B. Discussion Article U Town Building Maintenance Fund

➤ **Library**

Mr. Ford stated that as discussed at the Board's last meeting regarding the ongoing leaky roof and heating/ventilation system problems at the Library, he has been able to discuss the issues further with an engineer and the heating/ventilation company that has been working on the system. He stated Acacia Engineers confirmed that they can review the system and work with Strogens HVAC Service experts to refine the costs to upgrade the system for a cost of \$6,000. He stated as far as the roof goes it will be an ongoing battle unless they change the pitch.

Chairman Murray questioned if \$6,000 in the budget would be enough to make roof repairs.

Mr. Ford clarified that \$6,000 would cover the cost to address the heating system; the roof repairs are covered in the Public Works budget.

John Sandeen, Chair of the Library Board of Trustees, joined the Board and explained they are responsible for the interior of the building and the town is responsible for the exterior of the building.

Chairman Murray stated the Board added funds to the Library's operating budget to cover the engineering costs for the heating system at their last meeting. She clarified any roof repairs would be covered in the building maintenance out of the Public Works budget and upgrades to the HVAC system would be covered under a Warrant Article (U).

Mr. Sandeen questioned if the engineering study would be bid out.

Mr. Ford replied that it would be done by Acacia Engineers and professional services do not need to be bid out.

Mr. Sandeen questioned the LighTec report that came up in discussion at the Board's last meeting and noted neither he nor the Library Trustees have seen such report. He questioned if the report is legal for them to use.

Mr. Owen replied it is and such report was done by the LighTec with funding from the Regional Greenhouse Gas Initiative (RGGI) in 2009.

Mr. Sandeen questioned if such is a legitimate report they should use it.

Mr. Ford replied he has not reviewed this report, but if a copy is forwarded to him he would review it.

Chairman Murray directed the report be distributed to Mr. Ford and the Board for review. She stated if the report makes sense she agrees it should be used. She questioned the amount needed for the Warrant Article just for the Library.

Mr. Ford replied \$60,000.

➤ **Libby Museum**

Mr. Ford provided two reports, one from Randall T Mudge & Associates dated December 29, 2012 and the other from Meridian Associates dated January 2, 2013. He stated that based on these reports he can provide an estimated cost for a phased approach to dealing with the issues at the Libby Museum as follows:

- Phase 1: investigate ongoing problems with moisture, ventilation, ceiling tiles and building movement and prepare a report defining the problems and possible solutions. Phase 2: develop a long-term solution for dealing with the ongoing problems in Phase 1 for a cost of \$16,000
- Laser survey of the building to monitor the buildings movement, staging, testing due to the age of the building (lead, asbestos, air quality and humidity), protection of exhibits/storage and contingency for a cost of \$18,000.

Chairman Murray questioned the total cost.

Mr. Ford replied \$34,000 based on the reports, which is less than he predicted.

Chairman Murray questioned if \$100,000 for the Warrant Article would cover both the Library and the Libby.

Mr. Ford replied it would.

Chairman Murray noted that the Budget Committee recommended the article title include language that such pertains to the Library and Libby Museum for clarity.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to place this article on the 2013 Town Warrant as Article U in the amount of \$100,000 and recommend it to the voters. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

C. Set Order of Warrant Articles for Town Warrant

Ms. Silk stated that it would make more sense to move Warrant Article U up between Warrant Articles L & M.

Chairman Murray stated that she would like to move Warrant Article S up with the rest of the Capital Reserve Articles between N or O.

The Board agreed.

D. Assigning Warrant Articles for TV Presentation and Deliberative Session

The Board assigned the Warrant Articles as follows:

- | | |
|---|----------------------------|
| • Article B Center Street Reconstruction | Dave Bowers & Linda Murray |
| • Article C Sewer System Collection Upgrades | Sarah Silk & Linda Murray |
| • Article D Public Works Garage Upgrades | Dave Senecal |
| • Article E Construct Park Maintenance Building | Sarah Silk |
| • Article F Upgrade Town Roads | Linda Murray |
| • Article G Middleton Road | Dave Bowers & Dave Senecal |
| • Article H ADA Parking lot Improvements TH | Chuck Storm & Linda Murray |

- Article I Electric Meter Upgrades Chuck Storm
- Article L Purchase Replacement Bucket Truck Chuck Storm
- Article M Public Works Vehicle & Equip. Capital Reserve Linda Murray
- Article N Fire Truck and Apparatus Replacement Capital Reserve Linda Murray
- Article O Town Office Facility Capital Reserve Account Dave Bowers and Linda Murray
- Article P 2013 Operating Budget Budget Committee
- Article Q AFSME Union Contract Agreement Dave Senecal
- Article R Police Union Contract Agreement Dave Senecal & Sarah Silk
- Article S Establish Abenaki Ski Area Capital Reserve Linda Murray & Sarah Silk
- Article T Sunday Activities Ordinance Dave Bowers
- Article U Libby Museum & Library Maintenance Fund Dave Senecal & Dave Bowers

E. Set Date for TV Presentation

The Board set the date for the presentation of Warrant Articles on Community TV for January 16, 2013 at 1:00 PM at the WCTV Studio.

Chairman Murray questioned when the PowerPoint presentation would be available.

Mr. Owen replied that Mr. Houseman is preparing such and will have the draft by January 11, 2013.

F. 2012 Annual Town Report back cover and dedication

The Board reviewed photos provided for the back cover of the Town Report as the front cover was determined at the previous meeting.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to use the photo of the children from Carpenter School using the new sidewalk to the Glendon Street parking lot and noted the Safe Route to School funding (photo provided by Elissa Paquette of the Granite State News). Chuck Storm seconded. Members voted and being none opposed, the motion passed.

The Board reviewed the list of former employees and Board members who passed in 2012.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to name the following in “Memory of” in the 2012 Town Report: Arthur White Sr., Jeff Adjutant, Allen Stevens, Jane Richardson, John Bridges, John O’Connell and Donald Morgan Sr. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

Any Other Business

➤ Carroll County Transit

Chairman Murray stated the Budget Committee expressed concern regarding funding the Town provides to the Tri-County Community Action program in light of a recent newspaper article about a misallocation of funds and that the Trustees have been removed and replaced with an Attorney. The Budget Committee questions how the town can be sure the funds they send will be use appropriately. She further stated that she would suggest the Board request an audit report from Tri-County as nothing provided in the budget review indicated that they were \$2 million dollars in debt.

Mr. Owen stated they also inquired about the Carroll County Transit program as well.

Mr. Senecal replied that the funds for the transit program are mainly run by NH DOT and stated he agrees with Chairman Murray that they should seek an audit report as it seems they have some internal issues, but he does not want to hold back funds as there are people of Wolfeboro who need those funds.

➤ ***Public Safety Repeater project status***

Ms. Silk stated that she would like an update on the repeater project as she is disappointed the project was not completed by the end of the year.

Mr. Owen replied that such was not bid and the contract award until late in the year, and Fifth Estate pointed out that the generator was not mentioned in the license agreement which has resulted in the Town Attorney being requested to draft an addendum to the license agreement.

Ms. Silk questioned Two-way Communications status with regards to licensing.

Mr. Owen replied it's his understanding that the frequencies for for the Fire Department and Police Department have been approved by the F.C.C.

➤ ***Moose Plate Grant***

Chairman Murray questioned the status of the grant.

Mr. Owen replied such was forwarded to Governor & Council.

➤ ***Depot Square Sidewalk Easement status***

Chairman Murray questioned the status of the easement.

Mr. Owen replied that the easement plan is being revised for approval.

Town Manager's Report

Mr. Owen reported the following:

- The letter regarding State Aid for the Wastewater project was forwarded to Senator Bradley, who has signed on as a co-sponsor and will attend the Board's meeting regarding such on January 16, 2013.

Committee Reports

Chairman Murray reported she attended the Budget Committee meeting on Warrant Articles.

Public Comment

None.

Questions from the Press

Tom Beeler of the Granite State News questioned the number of Planning Board articles as he understood it to be three.

Mr. Storm noted that would be discussed at their next meeting on January 8, 2013.

Mr. Owen replied the Director of Planning and Development had mentioned the Town Attorney may split one article into two separate articles.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to enter non-public session at 8:01 PM to discuss litigation. Chuck Storm seconded. Roll call vote: Dave Bowers-yes, Dave Senecal-yes, Chuck Storm-yes, Sarah Silk-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 8:30 PM.

Chairman Murray stated the non-public session minutes of January 2, 2013 were sealed by a 2/3rd's vote as required by law.

Mr. Owen stated that he did receive notice this afternoon of the cost to replace the Wolfeboro/Tuftonboro boundary line markers, which will be \$1,500 and Wolfeboro and Tuftonboro would split such cost.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to authorize an expenditure to replace the Wolfeboro/Tuftonboro boundary line markers in the amount of \$750 (half of the cost). Sarah Silk seconded. Members voted and being none opposed, the motion passed.

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 8:35 PM. Member Chuck Storm seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary