

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
April 4, 2012**

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

Members absent: None.

Staff present: Town Manager David W. Owen, Director of Public Works Dave Ford, Finance Director Pete Chamberlin, Tax Collector Brenda LaPointe and Recording Secretary Amelia Capone-Muccio.

Chairman Silk 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 minutes and reputation of a person.

Consideration of Minutes

➤ **March 7, 2012**

Chairman Silk amended page four to reflect she abstained from the first motion on that page. She amended page six, the last paragraph/bullet on the bottom to remove the words "will be" from the sentence.

Mrs. Murray amended page five, the fourth paragraph to read as follows: *Mrs. Murray stated she had submitted some questions regarding program fees and the revolving fund's allocations to Mr. Hipple and thanked him for his responses and the fantastic job on developing a set formula for residents and non-residents fees. She asked whether he could develop a set formula for the revolving fund's different allocations.* She amended page seven, the fourth paragraph to read as follows: *Mrs. Murray clarified comments about the end of the deliberative session. Mrs. Murray stated that she had listened to the deliberative session tape and on the Town website and transcribed the discussion in order to make sure that the right action was taken. She feels that the statement by the moderator to the voters at the Deliberative Session was confusing and she quoted: "What you have before you if there is no discussion, "Do you want to discuss Article 30 now or later?"*

Member Linda Murray moved the Wolfeboro Board of Selectmen to accept the minutes of March 7, 2012 as amended. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

➤ **March 21, 2012**

Mrs. Murray amended page one, the first motion to remove the words "as amended".

Member Chuck Storm moved the Wolfeboro Board of Selectmen to accept the minutes of March 21, 2012 as amended. Dave Bowers seconded. Members voted and being none opposed, the motion passed.

Reorganization of the Board of Selectmen

Member Chuck Storm moved the Wolfeboro Board of Selectmen to appoint Linda Murray as Chairman. Sarah Silk seconded. Members voted, Linda Murray-abstained and being none opposed, the motion passed.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to appoint Sarah Silk as Vice-Chairman. Dave Bowers seconded. Members voted, Sarah Silk-abstained and being none opposed, the motion passed.

Assignment of Selectmen to Town Boards and Committees

The Board reviewed their Boards and Committee and made some changes.

Affirmation of the Board of Selectmen's Rules of Procedure

Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve and sign the Selectmen's Rules of Procedure. Dave Bowers seconded. Members voted and being none opposed, the motion passed.

Use of Town Website

Mr. Owen stated in regards to promoting the new town website he suggested adding the town website address to all town letterhead.

Member Linda Murray moved the Wolfeboro Board of Selectmen to direct that the Town website address be included in the letterhead of both the Board of Selectmen and that of all Town departments, boards and committees. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

Public Comment

Dave Booth questioned under the reassignment of Committees the comment made that the Master Plan Implementation Committee hasn't met in a couple years, he noted his concern with that.

Mrs. Murray replied that it seems that not enough data has been returned by the departments but she would check the status with the Town Planner.

Kathy Barnard noted that the Planning Board reviews it yearly.

Public Hearings

I. Temporary Event permits

- A. Wolfeboro Area Chamber of Commerce to hold Moonlight Madness event on June 22, 2012 from 5:00 PM-8:00 PM on Railroad & Central Avenues, South & North Main Street, Town & Cate Parks and the Wolfeboro Community Bandstand.

Chairman Silk opened the public hearing.

Mary DeVries joined the Board and stated that this one of their three community events for the season and will run as in years past.

Being no others to speak for or against the request, Chairman Silk closed the public hearing. She noted the notes on the permit.

Member Dave Bowers moved the Wolfeboro Board of Selectmen approve the issuance of a temporary event permit to Wolfeboro Area Chamber of Commerce to hold Moonlight Madness event on June 22, 2012 from 5:00 PM-8:00 PM on Railroad & Central Avenues, South & North Main Street, Town & Cate Parks and the Wolfeboro Community Bandstand. Linda Murray seconded. Members voted, all in favor, the motion passed.

B. Wolfeboro Chamber of Commerce to hold Sidewalk Sale Days on August 24-25, 2012 from 9:00 AM- 5:00 PM on South & North Main & Center Streets and Railroad & Central Avenues.

Chairman Silk opened the Public Hearing.

Mary DeVries joined the Board and stated this event runs on Friday and Saturday with participating businesses having tables on the sidewalk.

Being no others to speak for or against the permit, Chairman Silk closed the Public Hearing. She noted the notes on the permit.

Member Dave Bowers moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the Wolfeboro Chamber of Commerce to hold Sidewalk Sale Days on August 24-25, 2012 from 9:00 AM- 5:00 PM on South & North Main & Center Streets and Railroad & Central Avenues. Linda Murray seconded. Members voted, all in favor, the motion passed.

C. Wolfeboro Area Chamber of Commerce to hold Christmas in Wolfeboro from November 24, - December 25, 2012 on South Main & North Main & Center Streets, Railroad & Central Avenues, and Cate & Town Park.

Chairman Silk opened the Public Hearing.

Mary DeVries joined the Board and explained this is the Christmas events including the Santa parade downtown.

Being no others to speak for or against the permit, Chairman Silk closed the Public Hearing.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to Wolfeboro Area Chamber of Commerce to hold Christmas in Wolfeboro from November 24, - December 25, 2012 on South Main & North Main & Center Streets, Railroad & Central Avenues, and Cate & Town Park. Linda Murray seconded. Members voted, all in favor, the motion passed.

I. Community Development Block Grant-Progress on the Harriman Hill Affordable Housing Project

Chairman Silk opened the public hearing.

Donna Lane joined the Board and stated as follows:

During the Community Development Block Grant project a progress public hearing is held to inform the public of the project's progress and accept public input. The Harriman Hill Phase I project is the construction of 24 units of affordable housing in 6 buildings (4 units in each). Certificates of Occupancy have been issued for the first 2

buildings and those will be renting out. The next 2 buildings are anticipated to get their Certificate of Occupancy by the end of April. So all 24 Phase I units are scheduled to be complete and ready for occupancy by the end of April. CDBG funds that have been paid into the project to date, for site work is \$475,000. The remaining CDBG funds, up to \$25,000 are for administrative expenses.

Net rents range from \$565-\$951 depending on unit size and tenant income. Folks interested in applying can contact Rick Bourgeois at Hodges Property Mgmt. (rbourgeois@hodgescompanies.com 603-224-9221)

Being no comments, Chairman Silk closed the public hearing.

Appointments

A. Zoning Board of Adjustment

Linda Murray stepped down from voting.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to re-appoint Kathy Barnard and Dave Booth to the Zoning Board of Adjustment for a 3 year term. Dave Bowers seconded. Members voted, Linda Murray-abstained all others in favor, the motion passed.

Linda Murray rejoined the Board.

B. Conservation Commission

Sarah Silk stepped down from voting.

Member Dave Bowers moved the Wolfeboro Board of Selectmen to re-appoint Lenore Clark, Mike Hodder and Randy Tetrault and Sarah Silk (alternate) Gary Mason (alternate) and Art Slocum (alternate) to the Conservation Commission all for 3 year terms. Chuck Storm seconded. Members voted, Sarah Silk-abstained all others in favor, the motion passed.

C. Agricultural Commission

Sarah Silk stepped down from voting.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to re-appoint Wendy Rodgers and to appoint Sarah Silk (alternate) to the Agricultural Commission for 3 year terms. Dave Senecal seconded. Members voted, Sarah Silk-abstained all others in favor, the motion passed.

Sarah Silk rejoined the Board.

D. Carroll County Transportation Advisory Council

Chairman Silk noted openings for this Committee.

E. Economic Development Committee

Member Chuck Storm moved the Wolfeboro Board of Selectmen to re-appoint Denise Roy Palmer for a 3 year term and appoint Leslie McLeod for a 2 year term to the Economic Development Committee. Dave Bowers seconded. Members voted, all in favor, the motion passed.

F. Milfoil Committee

Member Sarah Silk moved the Wolfeboro Board of Selectmen to re-appoint Ken Marschner for a one year term, and appoint Skip Lorimor and Kurt Dietzer to the Milfoil Committee for 3 year terms. Linda Murray seconded. Members voted, all in favor, the motion passed.

I. Wolfeboro Energy Committee

Mr. Owen noted this Committee has not been active for some time and needs to find out if they plan to continue.

II. Pathways Committee

Member Chuck Storm moved the Wolfeboro Board of Selectmen to re-appoint Kathy Barnard and Jim Eisenhower to the Pathways Committee for 3 year terms. Dave Bowers seconded. Members voted, Linda Murray-abstained all others in favor, the motion passed.

Bulk Vote

A. Property Tax Refunds/Abatements

Approvals

- i. 118 Piper Lane Tax Map 157 Lot 2
- ii. 104 River Street Tax Map 205, Lot 8
- iii. 16 N. Keewaydin Shore Tax Map 171, Lot 3 (2011)
- iv. 16 N. Keewaydin Shore Tax Map 171, Lot 2 (2010)
- v. 18 N. Keewaydin Shore Tax Map 157, Lot 5
- vi. 19 Blackberry Lane Tax Map 204, Lot 92
- vii. Kingswood Road Tax Map 250, Lot 8
- viii. 129 Kingswood Road Tax Map 250, Lot 7
- ix. 61 Haines Hill Road Tax Map 86, Lot 1
- x. 48-2 Coves End Road Tax Map 232, Lot 30-2
- xi. 55 Beach Pond Road Tax Map 145, Lot 37
- xii. 610 Gov. Wentworth Hwy Tax Map 182, Lot 1
- xiii. 427 Gov. Wentworth Hwy Tax Map 151, Lot 49-1

Denials

- i. 36 S. Kenney Shore Tax Map 148, Lot 30
- ii. 65 Rocky Shore Road Tax Map 227, Lots 17, 18 & 25

B. Property Tax Credits/Exemptions

Approvals

- i. 639 Brown's Ridge Rd Tax Map 50, Lot 1
- ii. 92 Sewall Road Tax Map 229, Lot 46
- iii. 9 Anangance Ln Tax Map 244, Lot 41

C. Notice of Intent to Cut Wood or Timber

- i. Trotting Track Road Tax Map 146, Lot 8 & 15

D. Notice of Intent to Excavate

- i. McManus Road Tax Map 244, Lot 64

E. Timber Tax Levies

- i. \$1,078.98
- ii. \$851.60

F. Application for Current Use

- i. 1 Birch Hill Estates Road Tax Map 177, Lot 10

G. Raffle Permits

- i. Wolfeboro Area Chamber of Commerce-Community Cash Raffle
- ii. Perform It! Young People's Stage Co.

It was moved by Linda Murray for the Wolfeboro Board of Selectmen to approve the Bulk Vote items listed above A-G. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

New Business

A. Supplemental Loan Agreement-Wastewater Treatment Facility Upgrades

Dave Ford joined the Board and stated this loan agreement incorporates the 50% loan forgiveness for the wastewater treatment facilities upgrades.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve and sign the Supplemental Loan Agreement with the NH Water Pollution Control Revolving Fund in the amount of \$1,175,040.63. Dave Bowers seconded. Members voted, all in favor, the motion passed.

B. Application for State Revolving Fund-Water Meter Upgrade project

Dave Ford explained that he is requesting the Board to authorize an application for 35% loan forgiveness for the water meter radio read project.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the following resolution:

WHEREAS, the Town of Wolfeboro, after thorough consideration of the nature of its drinking water system needs, hereby determines that the construction of certain works, generally described as: Water Meters

Upgrade Project, is desirable and in the public interest, and to that end it is necessary to apply for assistance from the State Revolving Fund (SRF); and

WHEREAS, the Applicant has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Dw 1100, which relate to loans from the State Revolving Fund and deems it to be the public interest to file a loan application and to authorize other actions in connection therewith;

NOW, THEREFORE, BE IT RESOLVED by the Wolfeboro Board of Selectmen, the governing body of the applicant, as follows:

1. That Town Manager David Owen is hereby authorized on behalf of the Applicant to file an application for a loan to be made in accordance with New Hampshire Code of Administrative Rules Chapter Env-Dw 100;
2. That if such loan be made, the Applicant agrees to repay the loan as stipulated in the loan agreement;
3. That the said Town Manager is hereby authorized to furnish such information and to take such other action as may be necessary to enable the Applicant to qualify for the loan;
4. That the said Town Manager is hereby designated as the authorized representative of the Applicant for the purpose of furnishing such information, data, and documents pertaining to the applicant for a loan as may be required; and otherwise to act as the authorized representatives of the Applicant in connection with this application.
5. That certified copies of this resolution be included as part of the application to be submitted for a loan;
6. That if such be made, the applicant agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

Dave Bowers seconded. Members voted, all in favor, the motion passed.

C. Improvements to Depot Parking Lot

Dave Ford joined the Board for discussion and provided an update with a memo dated April 4, 2012 (see attached) regarding the details to the project upgrades to the Depot parking lot and the funding sources as listed in the memo. He noted the sidewalk in the area of Black's Gift Shop to Bradley's Hardware is need of replacement and was not included in the project as well as some lighting upgrades and explained that since he did not expend funds as expected in his O & M budget he plans to use funds from that to make such upgrades. He reviewed a diagram of the area to be upgraded.

Chairman Silk clarified he would be using \$60,000 of funds from the O & M budget.

Mr. Ford replied it would be about \$25,000.

Mrs. Murray questioned about how much he saved on not hauling snow from downtown this year.

Mr. Ford replied about \$40,000 and noted he would have to reserve some funds for November and December this year.

Chairman Silk questioned if the issues brought by the US Department Justice were addressed.

Mr. Ford replied yes and showed them on the map.

Mr. Senecal questioned the timing of the project.

Mr. Ford replied they will be working on the drainage next week; the biggest disruption is planned for the last week of April and first week of May. He expects parking disruption but will keep the traffic moving and the businesses will remain open.

D. Historical Marker-Goodwin's Basin on Crescent Lake

Ed Roundy joined the Board for discussion and explained that he is seeking a petition of 20 signatures with the support of the Conservation Commission and the Land Bank of Tuffonboro to put a historical marker from the State commemorating the ice harvest that took place on Goodwin's Basin (in the area of Birch Road). He summarized the history of this property and how it was acquired and it is preserved as a scenic vista. He stated it is important to Wolfeboro to preserve this property and asked for the Board's support.

Chairman Silk questioned if they should send a formal letter.

Mr. Roundy replied such is not necessary and that the signatures are the authorization.

Member Dave Bowers moved the Wolfeboro Board of Selectmen to support the petition of a historical marker commemorating Goodwin's Basin. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

Mr. Owen noted that it has been brought to his attention that a historical marker near the location of the former Bittersweet Restaurant, which was the location of the town's original Town Hall, is missing. He stated this marker was placed by the D.A.R's in 1940.

E. Lease Purchase Agreement for file servers

Pete Chamberlin joined the Board for discussion and stated that such resolution is required by the bank to process the loan application for the lease purchase of file servers for the Police Department and the Billing and Collections office.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to authorize the following resolution:

RESOLUTION

RESOLVED, that the Town of Wolfeboro, NH authorizes the Finance Director to finalize the financing of its Hardware/Software Technology equipment with Municipal Leasing Consultants of Grand Isle, VT, its agents or assignees. The Town Manager of the Town of Wolfeboro, NH, David W. Owen, is hereby authorized to execute any and all legal documents necessary to conclude the financing of the lease purchase agreement, subject to the approving opinion by the Town's attorney, Mark Puffer, Esquire.

Dave Bowers seconded. Members voted and being none opposed, the motion passed.

F. Lease Agreement with Garwood's for Dockside Facility

Gregg Roark Jr. joined the Board for discussion.

Mr. Owen stated that the lease agreement has been finalized and Garwood's has been acting in good faith since the lease expiration on December 31, 2011. The lease has been revised pursuant to the 2011 Warrant Article #29 for a five year extended lease, with a five year extension. He noted that the revenue to the town will be adjusted yearly based on the consumer price index.

Mrs. Murray noted that this Warrant Article received the most support by the voters at 89%.

Chairman Silk noted they have had many good comments about the care of the property and thanked them for their support of the Annual Pancake Breakfast supporting Abenaki.

Mr. Storm thanked them for their patience in negotiations while he was dealing with health issues.

Mr. Roark thanked the town for its work in negotiating with them and noted that he discussed some additional lighting behind Emma Taylor and noted the restaurant exterior hasn't been painted since 2004.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve and sign the new 5-year lease with a 5-year extension with Garwood's, Inc. for the use of the Town's dockside restaurant facility. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

G. Deed waiver-Tax Map 117, Lot 11

Chairman Silk stepped down from discussion as an abutter.

Brenda LaPointe joined the Board for discussion and explained based on discussion at a previous meeting such was reviewed by the Town Attorney and based on his correspondence the restrictions placed on the property by the Planning Board would apply if the town should retain such property as green space.

Mrs. Murray stated that the Town Attorney states there is no need to accept the Tax Collector's Deed.

Mrs. LaPointe agreed the value is included with the subdivision.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve and sign the Deed Waiver for the property located on College Road, Tax Map 117, Lot 11. Dave Bowers seconded. Members voted, Sarah Silk-abstained, all others in favor, the motion passed.

Other Business

Ms. Silk stated that the Friend's of the Town Hall are looking into the State license plate program for grant funds to restore the clock on the Town Hall. She stated they are looking for a letter of support from the Board of Selectmen.

Member Linda Murray moved the Wolfeboro Board of Selectmen to direct the Town Manager to draft a letter of support for the restoration of the clock on Brewster Hall to seek the support of the license plate program for grant funds for this purpose. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

Mrs. Murray noted the new spring/fall programs brochure from Parks and Recreation and what an outstanding job the Department did. They are available at Town Hall, Parks and Rec, Chamber of Commerce and the Library.

Town Manager's Report

Mr. Owen stated the following:

- The new cleaning service for Town Hall will start Monday.
- Negotiations of a new power supply contract are under way for 2014 to 2016 and based on the price of natural gas it is possible to see a reduction in the rate for the future.
- The new Assessing Firm Murdough Assessing has started and is out and about, he noted their vehicles are clearly marked.
- Staff training on prevention of harassment with Primex is scheduled for April 24, 2012.

Committee Reports

Mr. Bowers reported the Library is busy.

Mrs. Murray attended the luncheon for the Town Manager's Secretary and she met with Edie Desmaris to provide the information about for the Josiah Brown Trust.

Mr. Senecal attended the Carroll County Transit meeting on Tuesday and out of the 12 towns they asked for funding only one town is left to approve it and that is Conway which has the most usage.

Public Comment

Tom Bickford joined the Board and asked if the Board plans to discuss his concerns regarding the Call Firefighters and lack of personnel at a Board meeting.

Mrs. Murray replied that they have just reorganized but feels such would be discussed at the Board's goal setting session.

Mr. Bickford stated he had brought this issue up to her two years ago and in light of the wildfires he sees a great need for call firefighters.

Questions from the Press

Tom Beeler, Granite State News stated in regards to the open Committees that he will be doing an article on the Zoning Board volunteer commitment and suggested doing the same for other open committees.

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

Member Chuck Storm moved the Wolfeboro Board of Selectmen to enter non-public session at 7:59 PM to discuss non-public minutes and the reputation of a person. Dave Bowers seconded. Roll call vote: Dave Bowers-yes, Dave Senecal-yes, Sarah Silk-yes, Chuck Storm-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 8:31 PM.

Chairman Silk stated the non-public session minutes of April 4, 2012 were sealed by a 2/3rd's vote as required by law.

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

Member Chuck Storm moved the Wolfeboro Board of Selectmen to adjourn at 8:32 PM. Member Linda Murray seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary