

**Wolfeboro Board of Selectmen
Meeting minutes
Approved
August 3, 2011**

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

Members absent: None.

Staff present: Town Manager David W. Owen, Public Works Director Dave Ford, Finance Director Pete Chamberlin 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 litigation.

Consideration of Minutes

➤ **July 20, 2011**

Mrs. Murray amended page one removing the last sentence on that page.

Chairman Silk amended page ten, the second bullet in the second paragraph to read as follows: they will discuss an RFP for LRPC's Waste Hauler Contract for next year at the next Household Hazardous Waste meeting.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the minutes of July 20, 2011 as amended. Linda Murray seconded. Members voted and being none opposed the motion passed.

Public Input

Dick Hamilton, 10 Eagle Trace, joined the Board and referred to his letter to the Governor (See attached letter) regarding the neighborhood of Eagle Trace and the group home which derived the Senate Bill 94. He requested that a copy of this letter be forwarded to the Planning Board and ZBA.

Public Hearings

A. Kingswood Youth Center to hold a Chili Challenge on August 20, 2011 from 11:30 AM to 2:30 PM (setup beginning at 9:00 AM and clean up until 5 PM) at Durgin Stables Green, 15 North Main Street.

Chairman Silk opened the public hearing.

Youth Center Director Linda Matchett and Chili Challenge Committee Chair Tim Radley joined the Board for discussion.

Ms. Matchett stated this will be their 2nd event and they expect to have more teams this year. She stated this is a major fundraiser for the center and they have very generous sponsors.

Mrs. Murray questioned where people can get an application.

Ms. Matchett replied on the youth center's website or call 569-5949.

Being no further comments, Chairman Silk closed the public hearing.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve a temporary event permit for the Kingswood Youth Center to hold a Chili Challenge event on August 20, 2011 from 11:30 AM to 2:30 PM (setup beginning at 9:00 AM and clean up until 5:00 PM) at Durgin Stables Green, 15 North Main Street. Chuck Storm seconded. Members voted and being none opposed the motion passed.

Bulk Vote

A. Annual Application for Reimbursement for Federal and State Forest Land

B. MS-5 Annual Town Financial Report

C. Vouchers for Withdrawal or Transfer from Capital Reserve Funds

- i. DPW Vehicles & Equipment Capital Reserve Fund \$28,686.55
- ii. Milfoil Eradication Trust Fund (Private) \$ 4, 108

Mrs. Murray referred to page 11 of the MS-5 and noted that compared to the previous year they only increased the bonding by \$22,246.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the Bulk vote items A through C above. Dave Senecal seconded. Members voted and being none opposed the motion passed.

New Business

A. Scheduling Public Hearing for Acceptance of Gifts to Conservation Commission.

Michael Hodder joined the Board for discussion and stated that the Conservation Commission requests the Board to accept two gifts greater than \$5,000 which goes towards their \$30,000 challenge grant and they have until April to raise \$32,700.

Chairman Silk noted Mr. Hodder has worked very hard on these grants and she asked him to give an update on the special quality of this park.

Mr. Hodder replied that this park will be built fully ADA compliant.

Mr. Owen suggested holding the public hearing at their August 17, 2011 meeting.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve scheduling a public hearing regarding the acceptance of two gifts of \$5,000 or more by the Wolfeboro Conservation Commission at the

Selectmen's regularly scheduled meeting on August 17, 2011. Chuck Storm seconded. Members voted and being none opposed the motion passed.

Mr. Owen stated that the Libby Museum is in need of a public hearing as well to accept a gift from Thompson Center Arms/Smith & Wesson for a stuffed Polar Bear valued at \$ 7,000 and recommends accepting that gift at the same meeting.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve scheduling a public hearing regarding the acceptance of a gift valued at \$7,000 for the Libby Museum at the Selectmen's regularly scheduled meeting on August 17, 2011. Dave Senecal seconded. Members voted and being none opposed the motion passed.

B. Perambulation Report for Tuftonboro-Wolfeboro Town Line

Mr. Owen stated that the report done by the surveyor contracted by the Town of Tuftonboro has been reviewed by Rob Houseman and Town Counsel and both have issues with the perambulation. He had forwarded these issues to the surveyor and the Town of Tuftonboro and he received an amended report today which now includes the GPS coordinates as requested but it does not address the missing boundary markers. He stated if the Board would like to address the missing boundary markers they would need to budget for them.

Mrs. Murray questioned if the boundaries go through anyone's home.

Mr. Senecal replied one goes through Ben Ladd's kitchen.

Chairman Silk questioned how they determined the missing boundary markers.

Mr. Owen replied that typically the date is painted on the markers when they have been perambulated, but it has been some time since such has been done.

Mrs. Murray questioned if they found the markers the last time the line was perambulated and she questioned the cost of replacing the markers.

Mr. Owen replied he could look at the last perambulation and the replacements will cost roughly \$1,200 to \$1,500 plus installation.

Mr. Senecal questioned if they know exactly where the markers are and that 100 feet can make a big difference, he would like a map in relation to the property line.

Mrs. Murray questioned if they put dates on the Wolfeboro-New Durham markers when they did the perambulation.

Mr. Owen replied he would find out if such was done.

C. P.I.L.O.T. Agreement with Hearthstone Homes for tax years 2012-2013

Mr. Owen stated that Hearthstone Homes needs to apply for their public assistance program by October 1st; therefore they have requested to stabilize their payment in lieu of taxes as a result of reduced funding caused by reduced rental income. He recommends level funding this payment for 2012 and 2013. The amount of the payment is \$15,103.65.

Dick Hamilton, President, joined the Board for discussion and stated there are many issues affecting the income of Hearthstone Homes from the food program to the reduced rent of \$60 per month. He stated that they have received a federal loan in the amount of \$575,000, but they have strict rules for upgrades attached to the loan.

Mrs. Murray questioned if they make the upgrades will they be able to increase the rent.

Mr. Hamilton replied he does not believe so. They do need to make upgrades as it has not been done since it opened.

Mrs. Murray noted this is another example of how Wolfeboro takes care of its residents.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve and sign the Revised and Extended Payment –In-Lieu-Of-Taxes-Agreement (P.I.L.O.T) for tax years 2012 & 2013 with Hearthstone Homes, Inc. Chuck Storm seconded. Members voted and being none opposed the motion passed.

D. Water and Sewer Rates.

Dave Ford joined the Board for discussion and stated this is a preliminary discussion on the increase to the water and sewer rates. He reviewed the last five years from the Sewer Moratorium to compliance of THM's in the water and all the progress that has been made including certifying all the operators.

Mr. Owen provided a copy of the recommended rate schedule.

Mr. Ford reviewed the following reports with the Board:

- Memo from Weston & Sampson dated July 27, 2011.
- Town of Wolfeboro Debt Service schedule
- Projected Water Operating Expenses & Revenue report dated 7/29/11
- Projected Sewer Operating Expenses & Revenue report dated 7/29/11

He also reviewed history of the storage pond back to 2006 reporting a high of 90 million gallons down to 50 million gallons in the summer months, which is a reduction in daily flow to the new RIB Site and spray irrigation. He reviewed the Water Treatment Facility's daily flows showing a reduction due to reducing water leaks. He stated there is still more reduction that could come from replacing slow meters. He stated that it is critical to get the sewer fund in the black.

Mr. Owen stated they have been discussing the sewer fund at the staff level and although the way they allocate costs to the fund has been done this way for many years, they may want to discuss changing it.

Mr. Bowers questioned how rates compare to those of other communities.

Mr. Ford replied the sewer rates are in the top 2% and the water rates are in the top 20% in the state, but they are average compared to national rates. He stated they only have 1,000 customers on the sewer system. He continued to review his reports and discussed the projected figures based on annual rate increases of 4% with a 5% operation increase.

Mr. Bowers questioned if they would get public input on rate increases.

Chairman Silk replied that most of what is done for water and sewer is mandated by the state.

Mr. Bowers suggested explaining the process in layman's terms to the public may help people understand why they do things.

Mrs. Murray thanked Mr. Owen and Mr. Ford for responding to her e-mail questions. She would like to be sure that if they change the allocations she does not want it to increase the budget as they have requested a 1% decrease in the budget.

Mr. Ford replied he understands and this information was provided as a planning document.

Mrs. Murray questioned the hydrant fee in the Fire budget and increasing it to 25,000.

Mr. Ford replied the national average is 20%, but because it is such an increase they discussed doing it in increments. He stated they can put off capital projects but you can only do that for so long.

Mrs. Murray questioned the surplus of \$2 million dollars in the water fund and if the town could use some of that surplus for capital projects.

Mr. Ford replied that that is being reviewed by the auditors and he does propose putting those funds into a capital reserve and they have also discussed putting the connection fees into a capital reserve.

Chairman Silk stated that before they increase rates they need to determine if the increase will be a billing date or the use date to prevent the confusion that happened last time.

Mr. Owen stated the information was provided for the Board to review think about and to forward any further questions to Mr. Ford.

E. Purchase of McBride Property

Mr. Owen stated the Board has been provided with a Purchase and Sale Agreement for 255 South Main Street, the McBride property. He stated the Executor of the Estate has agreed to a purchase price of \$148,000 and has also agreed to relieve the town of any deposit. The Executor has asked for relief from the second half tax bill due in December while the purchase awaits approval at town meeting. He has provided language for such agreement.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve and sign a Purchase and Sales Agreement with Donald H. McBride, Executor of the Estate of Bernard McBride, for the property at 255 South Main Street (Tax Map 231, Lot 59) as presented. Chuck Storm seconded. Members voted and being none opposed the motion passed.

Any Other Business

➤ *Town Manager's Evaluation*

Mrs. Murray questioned when the Board would like to discuss the Town Manager' Evaluation. The Board agreed to discuss such in non-public session on August 17, 2011 and present it to the Town Manager on September 7, 2011.

➤ *Letter of Thanks*

Chairman Silk stated that the President of King's Pine Road Association wrote a letter to her regarding large limbs above the electric lines and she provided a letter of thanks for addressing such in a timely manner. (See attached letter read in the record by the Chairman)

➤ **Removal of Signs/ Village Players**

Mr. Owen stated the Village Players has requested to remove signs in front of their establishment to take some photos and will put them back after. The Board agreed to such as long as they put them back.

➤ **Budget Hearing Dates**

The Board scheduled the following dates for the 2012 Budget Hearings:

- October 12, 6:30 PM
- October 13, 6:30 PM
- October 17, 6:30 PM
- October 24, 7:00 PM
- October 25, 6:30 PM
- October 26, 6:30 PM
- October 27, 6:30 PM

Town Manager's Report

Mr. Owen reported the following:

- The Fire Department has a new Firefighter on Board, Chris Morgan and another Firefighter, Evan Turcotte, starts on Tuesday.
- The stream bank project at the Osgood property is complete.
- The Municipal Electric Department has reported vandalism at the Filterbed Road Substation and such has been forwarded to the Police Department for investigation. The Director reports that this incident could have been catastrophic and has caused \$40,000 in costs of damage and such has been reported to the town's insurance carrier for review.
- As part of State cutbacks NH DOT is reporting they will cut back on snowplowing and will not be plowing the roads between 9 PM and 4 AM.
- In regards to the increase in the State Retirement contributions, the Board of Trustees of the NH Retirement System is meeting this week to discuss a possible cut in that increase.
- He will be out of the office on Friday.

Mr. Ford stated that he has had further discussion in regards to the State's cutbacks on plowing with NH DOT and has discussed the impact this will have on the town including the ability to gain access to roads they will need to plow. He also expressed that Wolfeboro has a Hospital that needs access for emergency vehicles.

Mr. Owen stated he has also discussed this issue with the School District and this will affect them for the bus routes.

Mrs. Murray stated she would like to see some cost estimates on how this would impact the town's budget.

Committee Reports

Mrs. Murray stated the following:

- The CIP Committee met and reviewed the Fire Department and Electric Department; next week they will do Parks & Recreation and the Library.
- She and Ken Marschner met with the NH Boat Museum and Mr. Marschner provided a wonderful presentation on Milfoil.

Chairman Silk stated the following:

- She attended a Household Hazardous Waste Meeting in Alton.
- The next Hazardous Waste Collection is August 20, 2011 8:30 AM to noon and this collection includes a medicine collection.

Questions from the Public

None.

Questions from the Press

Tom Beeler of the Granite State News questioned the name of the second Firefighter that will be hired.

Mr. Owen replied Evan Turcotte.

Chairman Silk thanked him for the article on Hazardous Waste last week.

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

Member Linda Murray moved the Wolfeboro Board of Selectmen to enter non-public session at 8:33 PM to discuss litigation. Dave Senecal seconded. Roll call vote: Sarah Silk-yes, Dave Senecal-yes, Dave Bowers-yes, and Linda Murray-yes, the motion passed.

The Board re-entered public session at 9:10 PM.

Chairman Silk stated the non-public session minutes of August 3, 2011 were sealed by a 2/3rd's vote as required by law.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to adjourn at 9:11 PM. Member Linda Murray seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary