

**Wolfeboro Board of Selectmen  
Meeting minutes  
Approved  
June 15, 2011**

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

**Members absent:** None.

**Staff present:** Town Manager David W. Owen, Fire Chief Phillip Morrill, 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 not needed.

**Consideration of Minutes**

➤ **June 1, 2011**

Chairman Silk amended page six, the eight paragraph to change the word "HHHWPF" to "LRHHPF".

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve the minutes of June 1, 2011 as amended. Chuck Storm seconded. Members voted and being none opposed the motion passed.**

**Public Input**

None.

**Public Hearing**

➤ ***Temporary Event Permit***

***Wolfeboro Area Farmers Market to hold a weekly Farmers Market on Saturdays from July 2, 2011 through August 13, 2011 from 9:00 AM-1:00 PM at 29 & 35 Center Street (Clark Plaza).***

Chairman Silk opened the public hearing.

Susan Weeks, Chair of the Farmer's Market, joined the Board for discussion, and explained that this is a new event request to run a farmer's market similar to the current market but only in Clark Plaza. She noted that it may or may not be the same vendors and this event will also include animals. She noted that many of the local people have commented that the Thursday farmer's market hours are not accommodating to those who work so they are going to try to accommodate them with Saturday hours.

Being no others to speak for or against the permit, Chairman Silk closed the public hearing.

Chairman Silk noted the comments on the permit request from the Department Heads and reminded them to get a sign permit from the Building and Codes office.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Wolfeboro Area Farmers Market to hold a weekly Farmers Market on Saturdays from July 2, 2011 through August 13, 2011 from 9:00 AM-1:00 PM at 29 & 35 Center Street (Clark Plaza). Linda Murray seconded. Members voted and being none opposed the motion passed.**

***Wolfeboro Area Farmers Market to hold a weekly Farmers Market on Saturdays from August 20, 2011 through September 24, 2011 from 9:00 AM-1:00 PM at 29 & 35 Center Street (Clark Plaza).***

Chairman Silk opened the public hearing.

Susan Weeks, Chair of the Farmer's Market, joined the Board for discussion and the only Saturday they will not be available at this location is during the encampment event at which they will be on Brewster Field, which is the reason for two permit requests.

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 temporary event permit for the Wolfeboro Area Farmers Market to hold a weekly Farmers Market on Saturdays from August 20, 2011 through September 24, 2011 from 9:00 AM-1:00 PM at 29 & 35 Center Street (Clark Plaza). Dave Senecal seconded. Members voted and being none opposed the motion passed.**

***Antique & Classic Boat Society-New England Chapter to hold a Boat and Car Show on September 24, 2011 from 6:00 AM to 4:00 PM (set up September 23, 2011) at the Wolfeboro Town Docks, Dockside Parking Lot and Wolfeboro Community Bandstand.***

Chairman Silk opened the public hearing.

Geraldine Presco joined the Board for discussion and explained this is an annual event with no changes. She did have a question in regards to the use of the power at the bandstand.

Mr. Owen replied that such could be discussed with the Parks & Recreation Department.

Being no others to speak for or against the permit, Chairman Silk closed the public hearing.

Chairman Silk noted the comments on the permit request from the Department Heads and reminded not to block the Fireboat access.

Mrs. Murray requested they check the boats going in and out of the water for milfoil.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Antique & Classic Boat Society-New England Chapter to hold a Boat and Car Show on September 24, 2011 from 6:00 AM to 4:00 PM (set up September 23, 2011) at the Wolfeboro Town Docks, Dockside Parking Lot and Wolfeboro Community Bandstand. Dave Senecal seconded. Members voted and being none opposed the motion passed.**

## Bulk Vote

### A. Property Tax Refunds/ Abatements

#### Approvals

i. Abatement/refund #1 (2011)	Tax Map Mir 45, Lot Lak-1
ii. Abatement/refund #2 (2011)	Tax Map Mir, Lot Lak-2
iii. Abatement/refund # 21	Tax Map 225, Lot 14
iv. Abatement/refund # 25	Tax Map 98, Lots 23
v. Abatement/refund # 35	Tax Map 229, Lot 3
vi. Abatement/refund # 36	Tax Map 229 Lot 31
vii. Abatement/refund # 38	Tax Map 251 Lot 10
viii. Abatement/refund # 39 Part 1	Tax Map 137 Lot 5
ix. Abatement/refund # 39 Part 2	Tax Map 153 Lot 3
x. Abatement/refund # 42	Tax Map 172 Lot 70
xi. Abatement/refund # 60	Tax Map 201 Lot 36
xii. Abatement/refund # 69	Tax Map 226 Lot 6
xiii. Abatement/refund # 75	Tax Map 266 Lot 8
xiv. Abatement/refund #76	Tax Map 226 Lot 1
xv. Abatement/refund # 85	Tax Map 217 Lot 42-2
xvi. Abatement/refund # 93	Tax Map 236 Lot 2-12
xvii. Abatement/refund # 117	Tax Map 236 Lot 2-17
xviii. Abatement/refund # 136	Tax Map 241 Lot 6
xix. Abatement/refund #140	Tax Map 142, Lot 10-1
xx. Abatement/refund # 149	Tax Map 158, Lot 26
xxi. Abatement/refund # 151	Tax Map 215, Lot 54
xxii. Abatement/refund # 173	Tax Map 172, Lot 71

#### Denials

xxiii. Abatement/refund # 14	Tax Map 224, Lot 3
xxiv. Abatement/refund #22	Tax Map 253, Lot 1
xxv. Abatement/refund #48	Tax Map 190, Lot 102
xxvi. Abatement/refund # 49	Tax Map 190 Lot 103
xxvii. Abatement/refund # 107	Tax Map 240 Lot 1
xxviii. Abatement/refund # 108	Tax Map 228 Lot 32
xxix. Abatement/refund # 112	Tax Map 243 Lot 57
xxx. Abatement/refund # 116	Tax Map 241 Lot 36-12
xxxi. Abatement/refund #118	Tax Map 210 Lot 1
xxxii. Abatement/refund # 134	Tax Map 104 Lot 4
xxxiii. Abatement/refund #135	Tax Map 260 Lot 6
xxxiv. Abatement/refund # 145	Tax Map 158 Lot 20
xxxv. Abatement/refund #147	Tax Map 241 Lot 35

### B. Property Tax Credit/ Exemptions

#### Denial

- i. 20 Melody Island Tax Map 258, Lot 10

**C. Notices of Intent to Cut Wood or Timber**

- i. North Line Road Tax Map 67 Lot 4

Mrs. Murray requested to remove Property Tax Refund/ Abatement # 76.

Chairman Silk requested to remove Property Tax Refund/ Abatement #136 Tax Map 241 Lot 6 and # 145 Tax Map 158 Lot 20.

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to remove Property Tax Refund/ Abatement # 136, 145 and 76 from the Bulk Vote items. Chuck Storm seconded. Members voted and being none opposed the motion passed.**

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve the Bulk Vote items listed above (except Property Tax Refund/Abatements #136, 145 & 76 which were removed). Chuck Storm seconded.**

**DISCUSSION:**

Mrs. Murray questioned if they will follow up on the abatement/refunds that reference no building permit.

Mr. Owen replied he would check into it.

**Members voted and being none opposed the motion passed.**

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve Property Tax Refund/ Abatement # 76. Dave Senecal seconded. Members voted, Linda Murray-abstained and being none opposed the motion passed.**

**Member Linda Murray moved the Wolfeboro Board of Selectmen to approve Property Tax Refund/ Abatement # 136 & 145. Dave Senecal seconded. Members voted, Sarah Silk-abstained and being none opposed the motion passed.**

**Appointments**

➤ ***Conservation Commission Alternate-Richard Jones***

Richard Jones joined the Board for discussion and stated that what drew his desire to be on this Commission was the recent article in the Granite State News about the front bay park and he has interest in being part of it. He stated he has previous experience of working with the state on such parks as he was part of managing a public park in Alton.

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to appoint Richard Jones to the Conservation Commission as an alternate for a three-year term. Chuck Storm seconded. Members voted and being none opposed the motion passed.**

## New Business

### ***A. Annual Concurrence Emergency Operations Plan***

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve and sign the Annual Concurrence with the Town of Wolfeboro's Emergency Operations Plan. Dave Senecal seconded. Members voted and being none opposed the motion passed.**

### ***B. Adoption of National Incident Management System***

Chief Morrill joined the Board for discussion and stated that this is a formality dictated by the State for all counties and municipalities to use incident management.

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve and sign the Resolution for the Adoption of the National Incident Management System (NIMS) as the Basis for Incident Management in the Town of Wolfeboro. Chuck Storm seconded. Members voted and being none opposed the motion passed.**

### ***C. Monthly Budget Expenditures & Revenues Report***

Pete Chamberlin joined the Board for discussion and reviewed his May 2011 Monthly Budget & Expenditures Report.

Mrs. Murray questioned if the contract Assessing Company is up to date with submitting their billing.

Mr. Chamberlin replied the Finance Department did just receive a small bill, but he believes the assessing company will be submitting more bills soon.

Mrs. Murray questioned if all the non-profits have been paid.

Mr. Chamberlain replied they usually pay them around June 15<sup>th</sup>.

Mr. Owen noted that some of them had requested earlier payments, which they have paid.

Mr. Senecal pointed out he was surprised to see the revenues inline with the expenditures in the General Fund.

### ***D. Perambulation of Wakefield-Wolfeboro town line.***

Mr. Owen stated that the Town Planner was Wolfeboro's representative on dealing with the request of Wakefield to perambulate the town line and after Mr. Houseman's review he recommends approving such.

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve and sign the Perambulation Report of Wolfeboro-Wakefield town lines, dated May 2011. Chuck Storm seconded and being none opposed, the motion passed.**

### ***E. Proposed amendments to Town Hall parking regulations***

Mr. Owen stated that comments have been made that some residents did not vote for the restoration of Brewster Memorial Hall due to the lack of available parking, so as a result of these comments they have decided to address the matter. He explained that the school staff will no longer be permitted to park in the back lot starting the next

school year and the lot will only be open to town staff and those conducting town business between the hours of 8 AM and 4 PM. He explained the staff will be permitted to park in the back of the lot leaving the closest spots open for the public doing town business. He noted that some of the tenants of the apartment buildings in the area will not be permitted to park in the lot during these hours as well. He stated that if the Board should approve these changes they will need to schedule a public hearing.

Mr. Bowers questioned how many of the apartment residents this would affect.

Mr. Owen replied a few of the apartment buildings adjacent to the lot use it.

Mrs. Murray stated she understood they were going to include the three street spaces in front of the town hall as well.

Mr. Owen replied they could incorporate those as well.

Chairman Silk noted a few of her concerns as follows: she would like to know the number of businesses and apartments that use the lot. Noting Union Street is narrow and they don't want to encourage parking on that street, she questioned how it would affect the overnight parking for the island residents and where would these people park if they can not use the lot. She also noted that the Town Clerk parks out front because of the alarm system and often works in the evening alone and she questioned the number of ADA spaces.

Mr. Owen replied that the limited parking is only during business hours and the Board has the ability to designate a spot for the Town Clerk.

Mrs. Murray stated that the number of spaces in the lot dictates the number of ADA spaces they are required to have. She stated she would like someone to check the number of spaces available now that school is out.

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to move forward with the proposed revisions to the Town's parking regulations for Brewster Memorial Hall and schedule a public hearing for July 6, 2011. Chuck Storm seconded and being none opposed, the motion passed.**

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to amend the revisions to include a spot in front of the building for the Town Clerk and to include the three street spaces directly in front of the building. Linda Murray seconded and being none opposed, the motion passed.**

### Old Business

Chairman Silk stated the Solid Waste Superintendent, Adam Tasker, received an award at the annual NRRA meeting for using the largest amount of programs for recycling, and noted that he has won awards three years in a row. She stated that 1,969 tons was recycled in 2010 and thanked Mr. Tasker and the townspeople for their recycling efforts.

### Any Other Business

Chairman Silk stated that following:

- June 18, 2011 8:30 AM to noon is the next Household Hazardous Waste Collection, which includes a medicine collection. She noted they have received notification from the waste hauler, Clean Harbors, that

they will dispose of fireworks and requested the Town Manager to forward such information to the fire and police departments.

- Ellen Laase of Carroll County Coalition of Public Health has informed them of a meeting on June 23, 2011 at the County Complex from 9 AM to 1 PM, in which she requested members of the Board to attend.
- Lakes Region Repeaters Field Day starts June 25, 2011 at 2 PM and runs until 2 PM the next day on Pleasant Valley Road. This event is the annual practice for the group in emergency preparedness.

### **Town Manager's Report**

Mr. Owen stated the following:

- He toured the School construction site with the Superintendent of Schools and noted there are 225 people working at this location and it is a very large, extensive project in which they are working 6 days a week for 12 hours a day in order to get the project done.
- The Police Union has reorganized and Officer Maloney is the new President, Officer Livie is the Vice-President and Sgt. Keaton is the Treasurer/Secretary.
- The Community Center is closed until further notice as it has suffered a severe sewer backup and in trying to repair this problem the Sewer Department has discovered some serious problems with the line.
- He provided a status update on the proposed acquisition of the Pine Hill Cemetery and that as recommended by Town Counsel, staff received three estimates for a survey, and Pine Hill Cemetery Association has agreed to undertake that cost and will hire Norway Plains to provide a survey of the property.
- Human Resources Coordinator Jeff Urhart has requested the Board to declare September 9, 2011 as Town Employee Appreciation Day this year and the event will be held at Albee Beach. He requests the Board close town offices at 11 AM in order to allow staff to participate in the event that will be from 11 AM to 4 PM.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to declare September 9, 2011 from 11 AM to 4 PM Employee Appreciation Day and to close the town offices for that event. Chuck Storm seconded and being none opposed, the motion passed.**

- The USPAP report from the Assessing Department has met DRA's approval and is complete.
- He provided the Board with their packets for the special Board meeting on June 22, 2011.
- DRA will be holding an Assessing 101 meeting on June 23, 2011 at 4 PM at Moultonborough Public Safety Building.

### **Committee Reports**

Mr. Storm stated the following:

- The Planning Board discussed its recommendations relative to what criteria should be considered to any disposal of town-owned land.
- The Shoreline Protection ordinance and the possibility of the State doing away with such and they have decided to create an ordinance the mimics the current state one is such should occur.
- They reviewed the Asset Management Plan
- The Police Commission reports a large amount of year to date citations, but noted they are mainly warnings and the Commissioners would like to express their concern regarding the downtown crosswalks and the poor visibility of them to the Board.

Mrs. Murray noted the following:

- Milfoil Committee started treatment at the town docks and front bay the week of June 6, 2011 and did not find a lot of re-growth, but when they moved to Back Bay they have hit an all time high of 48 totes of milfoil and she provided pictures of such. She thanked Ken Marschner and Kurt Deitzer for all their help.
- She stated that she and Mr. Marschner visited Ossipee Lake Alliance to discuss their efforts in dealing with Milfoil including possible taxes to help offset the cost of these efforts.
- She attended the neighborhood meeting given by the Public Works Department to discuss the Glendon, School, and Lehner Street project with the residents.
- She attended the EDC meeting which has provided a new mission statement.

Mr. Senecal stated he will attend the Carroll County Public Health meeting on June 23, 2011 and noted the Carroll County Transit buses continue to see more use.

Chairman Silk noted the following:

- She will attend the June 16, 2011 meeting of the Friends of Abenaki to discuss the snowmaking and fire suppression project.
- She would like the Town Manager to thank the gardeners who make great efforts for the fresh vegetable garden at the Town Garden in which those vegetables are provided to the food pantry and she forwarded a list of those to the Town Manager.

#### **Chamber of Commerce**

None.

#### **Questions from the Public**

None.

#### **Questions from the Press**

Tom Beeler of the Granite State News stated tomorrow's paper will have an article on the recent milfoil efforts in Front and Back Bay, including photos. It will also feature a pill counter donated to the Police Department from Care Pharmacy for efforts in collection of unwanted or unused medicine.

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

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to adjourn at 7:44 PM. Member Chuck Storm seconded. Being none opposed, the motion passed.**

Respectfully submitted,

**Amelia Capone-Muccio**

Recording Secretary