

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
April 18, 2012**

Members present: Chairman Linda Murray, Vice-Chairman Sarah Silk, 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, Parks and Recreation Director Ethan Hipple 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 not needed.

Consideration of Minutes

➤ ***April 4, 2012***

Chairman Murray amended page one to correct the motion on the last page to "Dave Bowers" seconded the motion. She amended page nine, the last page to add the word "brochure" after the word "programs" in the first sentence.

Ms. Silk amended page four, the last motion on that page to add the word "appoint" before Sarah.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to accept the minutes of April 4, 2012 as amended. Sarah Silk seconded. Members voted and being none opposed, the motion passed.

Public Comment

None.

Public Hearings

I. Temporary Event permits

A. New England Lyman Group to hold a Boat Show on June 2, 2012 from 9:00 AM-3:00 PM at three finger docks, the Community Bandstand and two parking places adjacent to the Bandstand.

Chairman Murray opened the public hearing.

Rick Filiau joined the Board and stated that this is the 13th year and will run it the same as in the past, including checking for Milfoil.

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

Ms. Silk noted the notes on the permit.

Member Chuck Storm moved the Wolfeboro Board of Selectmen approve the issuance of a temporary event permit to New England Lyman Group to hold a Boat Show on June 2, 2012 from 9:00 AM-3:00 PM at three finger docks, the Community Bandstand and two parking places adjacent to the Bandstand. Dave Bowers seconded. Members voted, all in favor, the motion passed.

- B. New England Chapter of the Antique and Classic Boat Society, Inc. to hold a Boat & Car Show on September 29, 2012 (set up September 28) from 6:00 AM-4:00 PM at the Public Docks, Cate Park, and Dockside Parking Lot.**

Chairman Murray opened the Public Hearing.

Dennis Schauer joined the Board and stated this event will be run as in the past and noted they do bring in portable toilets.

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

Ms. Silk noted the notes on the permit.

Chairman Murray noted Dock A will be open to the public and asked that they check for Milfoil.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the New England Chapter of the Antique and Classic Boat Society, Inc. to hold a Boat & Car Show on September 29, 2012 (set up September 28) from 6:00 AM-4:00 PM at the Public Docks, Cate Park, and Dockside Parking Lot. Dave Senecal seconded. Members voted, all in favor, the motion passed.

- C. New Hampshire Boat Museum to hold a Model Yacht Regatta on September 2, 2012 from 8:00 AM-5:00 PM at Back Bay.**

Chairman Murray opened the Public Hearing.

Mark Whitehead joined the Board and explained they would like to hold a Model Yacht Regatta.

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

Ms. Silk noted the insurance expires in June, to get tent permits and check with the Water Ski club on the date.

Mr. Whitehead replied he is aware of those items and did check with the Water Ski club.

Chairman Murray stated she would also like them to check for Milfoil.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the New Hampshire Boat Museum to hold a Model Yacht Regatta on September 2, 2012 from 8:00 AM-5:00 PM at Back Bay. Chuck Storm seconded. Members voted, all in favor, the motion passed.

- D. **Wolfeboro Parks & Recreation and Wolfeboro Pathways Committee to hold Bike and Walk to School & Work Day on May 11, 2012 from 6:00-10:00 AM. Free food and coffee provided at Cate Park and Huggins Hospital.**

Chairman Murray opened the public hearing.

Ethan Hipple joined the Board and stated they plan to hold the annual celebration as in the past noting over 500 participants last year.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the Wolfeboro Parks & Recreation and Wolfeboro Pathways Committee to hold Bike and Walk to School & Work Day on May 11, 2012 from 6:00-10:00 AM. Free food and coffee provided at Cate Park and Huggins Hospital. Sarah Silk seconded. Members voted, all in favor, the motion passed.

- E. **Wolfeboro Parks & Recreation and Wolfeboro Pathways Committee to hold Movies in the Park from June 15-August 24, 2012 (Friday only/ rain date Saturday) from Dusk-11:00 PM at Foss Field Soccer Field.**

Chairman Murray opened the public hearing.

Ethan Hipple joined the Board and stated they plan to hold the family event the same as last year.

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

Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the Wolfeboro Parks & Recreation and Wolfeboro Pathways Committee to hold Movies in the Park from June 15-August 24, 2012 (Friday only/ rain date Saturday) from Dusk-11:00 PM at Foss Field Soccer Field. Chuck Storm seconded. Members voted, all in favor, the motion passed.

- F. **Wolfeboro Parks & Recreation to hold the 4th of July Fireworks on July 4, 2012 from 9:00-10:00 PM at Brewster Academy Athletic Fields.**

Chairman Murray opened the public hearing.

Ethan Hipple joined the Board and stated they plan to hold the event the same as the past.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the Wolfeboro Parks & Recreation to hold the 4th of July Fireworks on July 4, 2012 from 9:00-10:00 PM at Brewster Academy Athletic Fields. Sarah Silk seconded. Members voted, all in favor, the motion passed.

- G. **Wolfeboro Parks & Recreation to hold the 21st Annual Granite Kid Triathlon on July 21, 2012 starting at 6:00 AM-2:00 PM at Brewster Beach.**

Chairman Murray opened the public hearing.

Ethan Hipple joined the Board and stated they plan to hold the event the same as the past.

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

Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the Wolfeboro Parks & Recreation to hold the 21st Annual Granite Kid Triathlon on July 21, 2012 starting at 6:00 AM-2:00 PM at Brewster Beach. Chuck Storm seconded. Members voted, all in favor, the motion passed.

H. Wolfeboro Parks & Recreation and Friends of Abenaki to hold the Walker Brothers Family Circus on July 21-22, 2012 from 5:30 PM-9:00 PM at the Nick.

Chairman Murray opened the public hearing.

Ethan Hipple joined the Board and stated that based on the popularity of this event they are having a two-day event and that such is a fundraiser for the Nick and the Friends of Abenaki.

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

Ms. Silk noted the notes on the permit.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the Wolfeboro Parks & Recreation and Friends of Abenaki to hold the Walker Brothers Family Circus on July 21-22, 2012 from 5:30 PM-9:00 PM at the Nick. Chuck Storm seconded. Members voted, all in favor, the motion passed.

I. Wolfeboro Parks & Recreation to hold the 31st Annual Granite Man Triathlon on August 18, 2012 from 6:00 AM – 3:00 PM at Carry Beach.

Chairman Murray opened the public hearing.

Ethan Hipple joined the Board and stated that this is the 31st annual event with no changes.

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

Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the Wolfeboro Parks & Recreation to hold the 31st Annual Granite Man Triathlon on August 18, 2012 from 6:00 AM – 3:00 PM at Carry Beach. Sarah Silk seconded. Members voted, all in favor, the motion passed.

G. Wolfeboro Parks & Recreation to hold the Turkey Trot 5k Running Race on November 17, 2012 from 6:00 AM-2:00 PM starting and finishing at the Railroad Depot.

Chairman Murray opened the public hearing.

Ethan Hipple joined the Board and stated that this event will run as in years past with no changes and is a fundraiser for the Lions Club Gift of Warmth.

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

Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the Wolfeboro Parks & Recreation to hold the Turkey Trot 5k Running Race on November 17, 2012 from 6:00 AM-2:00 PM starting and finishing at the Railroad Depot. Sarah Silk seconded. Members voted, all in favor, the motion passed.

Appointments

A. Zoning Board of Adjustment

Linda Murray stepped down from voting.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to re-appoint Mike Hodder as an alternate to the Zoning Board of Adjustment for a 3 year term. Dave Senecal seconded. Members voted, Linda Murray-abstained all others in favor, the motion passed.

Linda Murray rejoined the Board.

B. Agricultural Commission

Member Sarah Silk moved the Wolfeboro Board of Selectmen to appoint David Strauch to the Agricultural Commission as a full member, instead of an alternate as at present for a 3 year term. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

C. Pathways Committee

Member Chuck Storm moved the Wolfeboro Board of Selectmen to appoint James Nupp to a one year term and Vaune Dugan to a 3 year term to the Pathways Committee. Dave Bowers seconded. Members voted and being none opposed, the motion passed.

D. Lakes Region Planning Commission

Chairman Murray stepped down from voting on this Commission.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to re-appoint Roger Murray to the Lakes Region Planning Commission for a term expiring May 8, 2016. Dave Senecal seconded. Members voted, Linda Murray-abstained, all in favor, the motion passed.

Linda Murray rejoined the Board.

Bulk Vote

A. Property Tax Refunds/Abatements

Approvals

- i. 208 McManus Road Tax Map 219 Lot 14
- ii. 175 Springfield Pt. Road Tax Map 259, Lot 24

- iii. 63 Upper Trask Mt Road Tax Map 17, Lot 1
- iv. 126 Bay Street Tax Map 190, Lot 14
- v. Waumbec Road Tax Map 173, Lot 3
- vi. 65 Millwood Road Tax Map 218, Lot 44
- vii. 352 Sewall Road Tax Map 241, Lot 7
- viii. 23 Harvey Brood Rd Tax Map 177, Lot 10-127
- ix. 1 Moultrie Road Tax Map 177, Lot 10-81
- x. 20 Kenyann Drive Tax Map 177, Lot 10-74
- xi. 10 Moultrie Drive Tax Map 177, Lot 10-92
- xii. 14 Moultrie Drive Tax Map 177, Lot 10-90
- xiii. 12 Moultrie Drive Tax Map 177, Lot 10-91
- xiv. 4 Moultrie Drive Tax Map 177, Lot 10-87

Denials

- i. 79 Heath Trail Tax Map 220, Lot 9
- ii. 19 Point Sewall Rd Tax Map 241, Lots 77
- iii. 4 Lark Street Tax Map 126, Lot 39
- iv. 5 Cumberland Rd Tax Map 177, Lot 10-36

B. Property Tax Credits/Exemptions

Approvals

- i. 40 Village Corner Rd Tax Map 63, Lot 20
- ii. 22 Harvey Brook Road Tax Map 177, Lot 10-125

C. Notice of Intent to Cut Wood or Timber

- i. Middleton Road Tax Map 273, Lot 21 & 23
- ii. Penn Air Tax Map 45, Lot 23
- iii. Penn Air Tax Map 45, Lot 24
- iv. Penn Air Tax Map 45, Lot 25

C. Notice of Intent to Excavate

- i. McManus Road Tax Map 244, Lot 64

E. Timber Tax Levies

- i. \$4,088.07
- ii. \$3,633.87

F. Gravel Tax Levy \$171.22

G. Conservation Restriction Assessment Applications

- i. Lake Wentworth Foundation Tax Map 236, Lot 1
- ii. Bean Parcel Tax Map 217, Lot 44

H. Raffle Permits

- i. Wolfeboro Area Children's Center
- ii. Wolfeboro Lions Club
- iii. Wolfeboro Area Creative Art Center

It was moved by Sarah Silk for the Wolfeboro Board of Selectmen to remove the following from the Bulk Vote items listed above Property Tax refund/abatement 126 Bay Street Tax Map 190 Lot 14, Timber Tax Levy \$3,633.87, and the Conservation Restriction Assessment applications for Lake Wentworth Foundation and the Bean Parcel. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

It was moved by Chuck Storm for the Wolfeboro Board of Selectmen to approve the Bulk Vote items listed above A-I (excluding the ones removed above). Dave Bowers seconded. Members voted and being none opposed, the motion passed.

It was moved by Sarah Silk for the Wolfeboro Board of Selectmen to approve the Bulk Vote item Property Tax refund/abatement 126 Bay Street Tax Map 190 Lot 14. Chuck Storm seconded. Members voted, Dave Senecal-abstained and being none opposed, the motion passed.

It was moved by Chuck Storm for the Wolfeboro Board of Selectmen to approve the Bulk Vote item Timber Tax Levy \$3,633.87. Dave Bowers seconded. Members voted, Sarah Silk-abstained and being none opposed, the motion passed.

It was moved by Chuck Storm for the Wolfeboro Board of Selectmen to approve the Bulk Vote item Conservation Restriction Assessment applications for Lake Wentworth Foundation and the Bean Parcel Dave Senecal seconded. Members voted, Linda Murray-abstained and being none opposed, the motion passed.

New Business

A. Arbor Day Proclamation-2012

Chairman Murray read the Arbor Day proclamation for the record. (See attached)

Ethan Hipple joined the Board and stated in celebration of Arbor Day on May 4th the 5th grade class will be planting trees and bulbs at Foss Field at 10:00 AM.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve and sign the Arbor Day Proclamation-2012. Chuck Storm seconded. Members voted, all in favor, the motion passed.

Chairman Murray questioned if he would like to address HB1341.

Mr. Hipple replied he was alerted by the State Parks and Recreation Association regarding HB1341 regarding discharging firearms in public parks and he is very concerned about this bill. He drafted a letter to the legislature and is seeking the Board's support. (See attached letter read for the record)

Mr. Storm questioned ceremonial blanks.

Mr. Hipple replied that the current law allows for such with permission.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to support the letter written by Ethan Hipple. Chuck Storm seconded. Members voted, all in favor, the motion passed

Ms. Silk stated she forwarded this letter to Police Commissioner Ron Goodgame for his information.

B. Business Focus Group Findings.

Diane Levin and Denise Roy-Palmer joined the Board and presented the findings of the Business Focus Group presented to the public by the Wolfeboro Area Chamber of Commerce and the Wolfeboro Economic Development Committee on April 5, 2012.

Ms. Silk questioned the interest in a restroom north of the downtown area.

Ms. Roy-Palmer stated that was discussed as a need and not necessarily a town facility.

Mr. Bowers stated in regards to better communication between the town and businesses, perhaps they could provide a "wish list". He questioned the deficiencies in Code Enforcement other than violations.

Ms. Roy-Palmer replied they need to keep in mind these comments were made by the business community.

Mr. Bowers stated he would like to help if he can.

Ms. Levin replied a lot of these issues are communication and providing more information regarding the codes.

Chairman Murray agrees communication is the key, but the Planning and Development Department already holds a yearly course on the codes and almost no one attends it.

Ms. Silk said that in regards to local contractors used for the housing project and that sometimes the federal guidelines for grants are not able to be met by the local contractors.

Ms. Roy-Palmer agreed and noted that it is the same with the Huggins Hospital project and School project and timelines can become an issue as well. She noted that some local were utilized through those contracts.

Ms. Levin noted again the issue is communication and educating the public.

Mr. Bowers questioned the action items.

Chairman Murray stated she attended the public forum and noted communication is well received, for example, when the Town Planner met with residents at the Downtown Grill.

Ms. Levin replied a lot of the initiatives are underway and some are still open.

Ms. Roy-Palmer said interest was expressed for a progress report and they have determined to maybe do such in the fall.

Mr. Bowers stated he would like to see the Chamber promote more on how to have a business or distance businesses.

Ms. Levin replied the Chamber has developed a guide on businesses and educating resources are available.

C. Monthly Budget Expenditures & Revenues Report

Pete Chamberlin joined the Board for discussion and noted an error in the adjustment column that he needs to fixed and that the auditors are at Town Hall.

Chairman Murray stated she had a concern regarding the Ski & Skate electricity increase, but discovered it was due to the new snow guns, but with be offset in the man hours cost.

Ms. Silk noted they will need to budget for maintenance of the guns every three years and compressor oil changes yearly at estimated \$5,000.

D. Health Insurance Review Process

Mr. Owen stated that about 5 years ago there was a review of the town's health insurance offerings and he is proposing to do such again. He directed the Finance Director to locate a consultant to work with the town on such and is pleased to report they found someone to do it for less than they paid last time at \$2,500. He would also propose to have a Health Insurance Review Committee consisting of employees' unions, Board of Selectmen, Budget Committee, Police Commission and Library Board.

Mr. Senecal volunteered to be on such Committee as he is the negotiations representative.

Chairman Murray volunteered as well and stated that it is important to obtain quotes from several carriers.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the expenditure of \$2,500 to engage Beth Smith of Benefit Strategies to provide health insurance review consulting services to the Town, to establish a temporary Health Insurance Review Committee to participate and assist in this review process, to invite both collective bargaining units, Budget Committee, Police Commission and Library Trustees to designate representatives to this Committee and to appoint Finance Director Pete Chamberlin, Human Resource Coordinator Jeff Urquhart, Town Manager Dave Owen, Selectmen Dave Senecal, Selectmen Linda Murray and non-union employees or any other Department Head from the town as members of the Health Insurance Review Committee. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

E. Capital Projects Update Report

Dave Ford joined the Board for discussion and reviewed his Capital Projects Update Report. (See attached) He noted the RIB site has stabilized and the town has filed a complaint against Wright Pierce Engineers to address the deficiencies with the site and noted the site is working, but not to the capacity as planned.

Ms. Silk questioned the status of the level at the pond.

Mr. Ford replied it has not moved since January, based on the low levels of snow.

Chairman Murray stated that such weather could also be why the RIB site has stabilized.

Mr. Ford noted the downtown project is underway and expects the paving disruption to be the week of April 30th and the most disruption will be due to the reclaim and repave.

Chairman Murray questioned if they will wait to put up the two hour parking signs until that is complete.

Mr. Ford replied they would. He also noted the IGA sidewalk project will also be underway at that time and he plans to take advantage of the stores closing for two days during transition of ownership.

F. Selection of new Waste Water Engineers

Mr. Ford stated he solicited for a new Waste Water Engineer from NH DES qualified engineers and narrowed it down to two firms, Woodard & Curran (who are the current contract operators for the town at the waste water treatment facility) and Underwood Engineers which is a new firm in Portsmouth. He stated although he is pleased with their current relationship with Woodard & Curran, he liked the fresh look of the new firm and was impressed with their presentation.

Ms. Silk questioned Underwood's experience with a system like ours.

Mr. Ford replied they assisted with North Conway's system.

Chairman Murray questioned what impressed him about this firm.

Mr. Ford replied he liked how they took their time to visit the town's pump stations and their fresh look on our system with a younger attitude. He stated it was a hard decision, but ultimately he needs to do what he feels is in the best interest of the town.

Ms. Silk stated they are lacking a wetlands biologist.

Mr. Ford replied they will subcontract with no mark up.

Ms. Silk stated she feels Woodard & Curran has gone outside the box for the town.

Mr. Ford agreed, they have been very supportive of the town, but feels we need a fresh look at things.

G. Review of Master Plan Goals Assigned to the BOS.

The Board reviewed and updated the goals assigned to the Board on the Master Plan Goals.

Other Business

Ms. Silk stated that she has applied for a NH DES grant for the Hazardous Waste Product Facility in the amount of \$2,926 and it needs to be approved by the Board.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to authorize the Town Manager to sign the Hazardous Waste Product Facility grant in the amount of \$2,926. Sarah Silk seconded. Members voted and being none opposed, the motion passed. (Secretary Note: Dave Bowers was not present for this vote)

Town Manager's Report

Mr. Owen stated the following:

- In a follow up to a request made by Tom Bickford, he provided Chief Morrill's response to the Call Firefighters status as follows: they currently have 6 Call Firefighters and are currently signing up a former employee who works for the City of Rochester Fire Department and lives in town. He noted the Chief will be holding recruitment in the spring as well.
- Town Employees will attend training by Primex on April 24, 2012 on work place harassment.
- One bid was received for the Albee Beach Bath House project from local contractor, Paul Kimball.
- Repairs to the Public Safety Building are scheduled to start soon.
- The closing on the McBride property is scheduled for May 1st.

Committee Reports

Mr. Bowers reported the Library is doing well and it has seen an increase as a social place. The Chamber is also doing well with a member mingle coming up and are focusing on projects that affect the tax rate.

Chairman Murray attended the Joint Milfoil Board meeting, which is getting ready for the season, and the EDC meeting.

Ms. Silk reported the following:

- She will attend the Household Hazard Waste meeting tomorrow and they are scheduled to open for the season the third Saturday in May.
- The Hazard Mitigation Plan Update meeting was rescheduled to April 26th.
- She attended the Police Commission meeting and they will participate in the DEA's drug take back day on April 28th where you can drop off prescription medication at the Police station.
- She attended the Agricultural Commission meeting, which discussed the 4th of July parade plans.

Mr. Senecal reported he would attend the Carroll County Transit meeting this week.

Mr. Bowers questioned the funding.

Mr. Senecal replied that out of the 12 towns, only Conway, has not provided the funding of \$3,000, which has the most usage.

Public Comment

None.

Questions from the Press

None.

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 8:40 PM. Member Sarah Silk seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary