

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
August 15, 2012**

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, 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

➤ **7/25/12**

Member Chuck Storm moved the Wolfeboro Board of Selectmen to accept the minutes of July 25, 2012 as submitted. Dave Bowers seconded. Members voted and being none opposed, the motion passed.

➤ **8/1/12**

Chairman Murray amended page one, the last paragraph to add the following after the word decreased, "by \$450,872.00.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to accept the minutes of August 1, 2012 as submitted. Dave Senecal seconded. Members voted and being none opposed, the motion passed.

Public Input

Robert Hanson of Blueberry Island joined the Board and stated that a statement made by the Town Manager in the 7/25/12 Board of Selectmen minutes on page 8, the third paragraph indicating that the meeting room at Town Hall is being used for meeting space is violating the ADA complaint against the town. He stated that the room is not accessible and does not have an accessible bathroom, therefore should not be used for meetings. He stated that the Board can either not have meetings there or he will have to submit another complaint.

Mr. Bowers questioned if they could make the restroom accessible.

Mr. Owen replied he could look into it, but to keep in mind they have approved modifications to the Assessing Office that will be using that space.

Mr. Hanson stated he was around town with the former state accessibility specialist, Cheryl Killam a week ago regarding the recent changes made to downtown and they discussed that the counter at Town Hall is not accessible for those in a wheelchair who need to pay a bill. He continued to state that he has been researching the Pathways Committee of Wolfeboro and they are not an organized group and he has concerns about such. He stated that people think he does not know what he is talking about, but he does and that this Committee is not an organization and the trails are not accessible and they do not allow motorized vehicles. He also noted that Nordic Skier charges for use of such trails. He stated as property owners the Town should be concerned and that the Board should take some action on it.

Bulk Vote

A. Property Tax Refund/ Abatements

- | | | |
|------|------------------|------------------------------|
| i. | 92 Claflin Road | Tax Map 250, Lot 5 (Part 1) |
| ii. | 90 Claflin Road | Tax Map 250, Lot 5 (Part 2) |
| iii. | Claflin Road | Tax Map 250, Lot 6 (Part 3) |
| iv. | 138 Oakwood Road | Tax Map 259, Lot 56 (Part 1) |
| v. | Oakwood Road | Tax Map 259, Lot 67 (Part 2) |

B. Weekly Manifest dated August 10, 2012

C. Weekly Manifest dated August 17, 2012

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

New Business

A. 2012 Investment Policy

John Burt, Town Treasurer, joined the Board and presented the Town Investment Policy for the year with no changes.

Chairman Murray noted the Board does get a monthly report from the Town Treasurer for review.

It was moved by Chuck Storm for the Wolfeboro Board of Selectmen to approve and sign the 2012 Town Investment Policy as presented by the Town Treasurer. Dave Bowers seconded. Being none opposed, the motion passed.

B. Monthly Budget Expenditures and Revenue Report

Pete Chamberlain joined the Board and stated as of 7/31/12 the overall budget is at 55.249% expended and is up to 60% expended/ encumbered. He stated most of the budgets are in good shape and those that are not have been advised to handle those overages. He stated the General Fund budget is at 63% and due to the billing cycles it is hard to narrow down where the enterprise funds are.

C. Boat Trailer Parking at Pop Whalen Arena

Mr. Owen stated that as discussed at a previous meeting the Board agreed to allow Island Residents Boat Trailer parking at the unused lot at Pop Whalen Ice Arena (in the off season). He has provided the draft guidelines from the Parks & Recreation Director for the Board's approval and if the Board agrees to such they will need to hold a public hearing amend the town ordinance.

Ms. Silk suggested getting this on the September 5, 2012 agenda in order to get it done as soon as possible to use for the rest of the season. She noted that this will be parking from 4/1/2012 to 10/1/2012 to coincide with the rink schedule.

Member Dave Bowers moved the Wolfeboro Board of Selectmen to approve the draft amendment to the Town Code Section 36-5 (K) or (M) and to schedule a public hearing on September 5, 2012. Chuck Storm seconded. Members voted and being all in favor, the motion passed.

D. 7 to Save Banner

Maggie Stier of NH Preservation Alliance joined the Board and stated that she is requesting to put a banner on Town Hall to promote the upcoming event on August 22, 2012. She provided a sketch of the banner they propose listing the date of the event, time and nature of event. She reminded the public that actual program will take place at the Congregational Church but they will be giving tours in small groups as advised by the Fire Department.

It was moved by Chuck Storm for the Wolfeboro Board of Selectmen to approve the placement of a banner promoting the upcoming Seven to Save event on Town Hall. Sarah Silk seconded. Members voted being none opposed, the motion passed.

E. Proposed Acquisition of 74 & 80 Lehner Street

Mr. Owen stated he is proposing a Capital Project Request to acquire the dilapidated properties located on Lehner Street adjacent to Foss Field. He stated the buildings are an eyesore and by acquiring such properties they can demolish them and incorporate the land with the Foss Field property for the replacement of the old hut that was torn down. He proposes acquiring such properties in the same manner as done with the property on 255 South Main Street and provided a cost estimate of \$150,000 plus \$30,000 to demolish the structures. He noted that the owner of the property has agreed to sell them to the town at fair market value. He stated it would cost \$500 (for the town's half) to obtain a third party appraisal of the properties to determine the fair market value.

Chairman Murray stated that she would also like to know the cost of future maintenance for the Town in obtaining such parcels and would like to know if the land can be used or if it is wetlands. She noted that they already own a vacant building on that street (the Municipal Electric Generation Building).

Ms. Silk agrees it is a good idea, but has some concerns about the soil and where they would get the funds for the appraisal and would like them to find money for that other than in the Selectmen's miscellaneous budget.

Mr. Bowers stated they have a great building on Lehner Street that they should do something with and he would love to walk that property and see if it is usable. He noted that there is a storage building adjacent to the old Power Plant that they may be able to obtain and link the properties. He would support such proposal, but would like more details. He stated they town has a large budget, but they spend a lot of money on creating new things.

Mr. Senecal stated it is a small amount of money for a good investment and would like to investigate it further.

It was moved by Linda Murray for the Wolfeboro Board of Selectmen to authorize the Town Manager to hire an appraiser to determine a fair market value of 74 & 80 Lehner Street (\$500 one half) and to find funds to cover that cost in a budget other than the Selectmen's, but if no other source is found to take it out of the Board of Selectmen's miscellaneous funds. Chuck Storm seconded. Being none opposed, the motion passed.

F. Assessing Department Office Modifications

Mr. Owen stated that as discussed at the last meeting they have obtained some cost estimates for the modifications to the Assessing Office and that such modifications will not cost more than \$2,600 and he would like the Board to authorize them to proceed with these changes and noted the cost will come out of the building maintenance budget.

It was moved by Chuck Storm for the Wolfeboro Board of Selectmen to move forward with modifications of the Assessing Department as presented at a previous meeting at a cost not to exceed \$2,600. Dave Bowers seconded. Being none opposed, the motion passed.

It was moved by Dave Senecal for the Wolfeboro Board of Selectmen to approve the expenditure of \$947 in the Assessing Budget to cover the cost of an ergonomically correct desk for the Assessing Office. Chuck Storm seconded. Being none opposed, the motion passed.

G. Town Manager Evaluation

Chairman Murray stated the Board has been provided with a copy of the evaluation form used in the past and need to decide if they wish to modify it and when they would like to complete the evaluation.

The Board agreed to use the same form and agreed to meeting on 9/19/2012 to discuss the evaluation and meet with Mr. Owen on 10/3/2012.

Town Manager's Report

Mr. Owen stated the following:

- The Police Department had received complaints regarding noise at the Inn on Main Street and the Police Chief reports he has discussed the complaints with the manager of the Inn on Main Street and they indicated they will comply as they want to be good neighbors.
- A Birch Tree will be planted in memory of Allen Stevens at Clark Park near the Pleasant Valley Road School.
- He toured the renovations of the High School, Middle School and Vocational Center with the Superintendent of Schools and noted he offered the use of their lecture hall for meeting space.
- The opening of Front Bay Park is scheduled for September 12, 2012 at 11:00 AM.
- The RFP for Assessing services have been modified and are ready to go to bid for the upcoming contract expiration at the end of the year. It will be a one year contract with a one year option for renewal.
- The Radio Communication license agreement with the Fifth Estate Towers Inc. was finalized and forwarded to the Police Department and the Finance Director has been designated to oversee the bid process.
- A draft easement agreement and plan was forwarded to Chip Maxfield to address the sidewalk issues in the upgrades to Depot Square.
- He has scheduled the Social Service budget reviews for 9/19/2012.
- Employee appreciation day is schedule for 9/7/2012 from 11:00 AM to 4:00 PM at Albee Beach and the Board will need to approve closing the town offices for that time period.
- The Town Clerk has filled her recent vacancy with Priscilla Keaton.

It was moved by Sarah Silk for the Wolfeboro Board of Selectmen to approve closing town offices on September 7, 2012 at 11:00 AM to 4:00 PM for the purpose of celebrating Employee Appreciation Day. Chuck Storm seconded. Being none opposed, the motion passed.

Committee Reports

Mr. Storm reported the Planning Board discussed the future of Wolfeboro and what it should look like, such as in design guidelines for new construction.

Mr. Bowers reported the Library is doing well and gets tremendous use. He stated he gets many compliments on the recent upgrades to downtown. He stated he also hears a lot of comments on what they will do if Romney gets elected and noted that regardless, Wolfeboro has been getting a lot of publicity.

Chairman Murray stated that she attended the following:

- The EDC is also monitoring the website hits since the 4th of July when Romney was in town and the EDC is also working on the design of an economic development page for the Town Website.
- She attended the Chamber's Board meeting and the social.
- She attended the Health Insurance Review Committee meeting and they received a good response from the employee's survey.
- The CIP Committee met and reviewed Parks & Recreation.
- She attended the Libby Museum GALA which was a well-attended event.
- New England Milfoil is harvesting of Milfoil and has record amounts for regrowth and because of this they may need to do another chemical treatment of Back Bay.

Ms. Silk said she attended the following:

- She attended a SHARPS Disposal meeting.
- There will a Medicine Collection at Hazard Waste on 8/18/12 from 8:30 AM to Noon.
- She attended the NRRRA meeting.
- She noted the LRHHPF will meet and discuss an inquiry from the Town of Tuftonboro to join in Hazardous Waste Collection.
- She attended the Conservation Commission meeting.
- She provided an asbestos contractor list from NRRRA for information purposes.

Mr. Senecal stated he attended the Carroll County Public Transit meeting and an additional bus service was added from West Ossipee to Laconia due to demand.

Public Comment

Bob Hanson joined the Board again and noted that Mast Landing was overlooked by the US Department of Justice's report on Town facilities and is not accessible at all. Due to the railroad tracks you can't even get a bus down there.

Mr. Bowers questioned if he is aware of Front Back Park and was designed to be accessible.

Mr. Hanson replied he is, but it is tough to get there as there are no sidewalks. He stated he questioned Mr. Houseman on the matter who referred him to Dave Ford, but has yet to receive a response.

Chairman Murray noted they are getting an easement for downtown, as discussed earlier.

Mr. Hanson stated the Hawker and Peddler that parks in the handicap spot does not leave any space to even get a door open and he parks his truck there all day.

Mr. Owen stated NH Law states no time limit on handicap accessible parking spaces.

Maggie Stier joined the Board and stated as a user of Albee Beach she is impressed with the new bathhouse.

Questions from the Press

Tom Beeler of the Granite State News stated he believes the Board misunderstood the sidewalk Mr. Hanson was refereeing to. He believes Mr. Hanson meant in the area of Bradley's Hardware.

Chairman Murray replied they can check into it but she believes they own the sidewalk in front of their store.

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 8:16 PM. Member Chuck Storm seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary