

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
December 18, 2013**

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

Members absent: None.

Staff present: Town Manager David W. Owen, Finance Director Pete Chamberlin, Director of Planning and Development Rob Houseman, Tax Collector Brenda LaPointe and Recording Secretary Amelia Capone-Muccio.

Chairman Silk opened the meeting at 6:30 PM.

Non-Public Session

Mr. Owen stated a non-public session is needed to discuss litigation and personnel.

Consideration of Minutes

➤ **12/04/13**

Chairman Silk amended page six, the sixth paragraph, to change "1995" to "2005". She amended page 7, the last paragraph to add in parenthesis "as displayed by Mr. Owen" after the title of the book. She amended page eight, to add the following after the fourth paragraph "Chairman Silk replied RSA's are State Law".

Mrs. Murray amended page six, the third paragraph to add "RSA 105-c: 4" in parenthesis after Police Department.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the minutes of December 4, 2013 as amended. Dave Bowers seconded. Members voted, and being all in favor, the motion passed.

Public Input

None.

Public Hearing

➤ ***Proposed Bond Hearings over \$100,000***

Article B. Middleton Road Construction \$450,000 (bonded amount)

For the 2014 Bond Issue in the amount of four hundred fifty thousand dollars (\$450,000) for the purpose of constructing improvements to Middleton Road, including new roadway and drainage improvements from its intersection with South Main Street (Route 28) to the New

Durham town line. The total cost of this project is \$1,350,000 with the remaining two-thirds of the cost (\$900,000) to be refunded to the Town by the New Hampshire Department of Transportation through its municipally managed projects program.

Chairman Silk opened the public hearing.

Mr. Owen stated that this article is the remainder of the Warrant Article from last year for the design phase and the whole project will cost \$1.35 million dollars, but the Town's cost is \$450,000 with the remainder being paid by NH DOT (\$900,000).

Ken Marschner, resident of Friar Tuck in Sherwood Forest off Middleton Road, spoke on behalf of himself and other residents of the development who are in favor of this project as the road is in poor condition and is a safety hazard.

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

It was moved by Linda Murray and seconded by Dave Senecal to recommend Article B Middleton Road to the voters. Members voted and being all in favor the motion passed unanimously.

Article C. Reduced-Scope Renovation of Wolfeboro Town Hall

For the 2014 Bond Issue not to exceed the amount of three million eight hundred eighty-nine thousand dollars (\$3,889,699) for the purpose of renovating the Wolfeboro Town Hall building, to include both the interior and exterior of the building, to make it completely handicapped accessible and both building and fire code compliant, and including the costs of the architect's services, construction manager services, and contingencies. The total cost of this project is estimated to cost \$4 million, and the amount to be bonded for the project will be reduced by transferring the balance of the Town Office Facility Capital Reserve Account, currently estimated at \$110,301 and accepting the gift of pledged donations currently estimated at \$730,000 generated by The Friends of Town Hall, Inc.

Chairman Silk opened the public hearing.

Joyce Davis, Chair of the Friends of Town Hall, addressed the Board and stated they started the public/private partnership in 2007 and after 6 years of working on grants and supporting improvements by the town such as the clock restoration, painting, window replacements and the parking lot, there is still a lot to do. She stated they have received to date \$736,090 in pledges to offset the cost of the renovation and have great support for the use of the second floor. She stated they will continue to remain active and seek more pledges. She stated that Rob Houseman would provide a PowerPoint presentation outlining the project renovation.

Rob Houseman addressed the Board and reviewed the PowerPoint presented (see attached) that summarized the proposed renovation of the first floor for office space, the second floor great room with no office space and the basement with no office space. He noted that this would also include renovations to the exterior including a complete repointing or repair of the exterior brick work.

DISCUSSION:

Paula Garvey of Sewall Road addressed the Board and expressed her strong support as well as her sister Mimi Dye who both want to see the project move forward.

Bill Van Wagner, resident of Wolfeboro since 1987, stated he loves the Town Hall and the bell and all its wonderful architectural features. He stated the Friends did a wonderful raising $\frac{3}{4}$ of a million dollars which shows the public this is truly a public/private partnership.

Blair Moffett stated he is a resident who owns one of the earliest homes in Wolfeboro which shows his appreciation of historic things. He is a member of the Friends of Town Hall and stated in addition to their efforts of raising funds they have also created an exciting conversation about the project.

Ann Blodget Hoverton of Red Brook Circle stated she got involved in the renovation project as she was part of the renovation of the Children's Museum in Boston and there is clearly an identified need for meeting space in Wolfeboro. She stated the space can be used for a number of things, library programs, night programs, kids programs, non-profits etc. (she noted many of the possible uses are listed on the Friends website wolfeborotownhall.org). She stated she would like to thank the donors for their support in the Town's future.

Gary Baker stated he is a Friend of the Town Hall and it is embarrassing that the building has not been renovated. He stated although the project needs 60% of the vote, it still receives the majority vote repeatedly. He noted 66% of the voters supported funding the first architectural plan, they received 52.6% for the renovations in 2009 and 58.8% supported funding the project in 2011 without a public/private partnership. He stated now they have \$736,090 and hopes the taxpayers will accept this gift and approve the project.

Andrea Dudley stated she is in support of this project and speaks on behalf of the many area non-profits who find a need for meeting space in Wolfeboro and would welcome an indoor art event area.

Vaune Dugan, local architect stated she supports this project for social reasons and that it will provide a place to hold events and allow the community to have something that is missing and that is a community space for social interaction.

Judy Breuninger stated she is a member of the Friends and has had the opportunity to enjoy the building when it was a theater space. She stated the Friends have worked hard to support the project including hosting an event where 30 plus nonprofits attended a future used discussion for the great room. She appreciates all the work everyone has put into it and hopes the public will support the project.

Maggie Stier addressed the Board and stated she is a resident of Wolfeboro who works for the NH Preservation Alliance and the Town Hall was on the seven to save list. She stated it is amazing the support and pledges received for this project and can see this project joining many of the other award winning projects.

Susan Goodwin addressed the Board and stated she is a lifelong resident who is strongly in favor of this project.

Bob Lemaire addressed the Board to express his opposition to this project. He stated he was once told by former Selectmen Bob Reid “it’s an all or nothing project” at a Committee meeting discussing the renovation, after many members had resigned from that Committee when they felt the scale of the project was too big. He stated the taxpayers are currently paying for that \$500,000 and will be for 15 more years. He noted that there is comparison to the Wakefield Opera House, but it is different from that. The Opera House is separate from the Town Hall with separate funds and there is no bonding on the upgrades to the Town Hall and in fact Wakefield does not carry any debt. He stated that he keeps getting blamed for the project failures. He stated this project needs a 3/5ths vote to move forward and he is disappointed in the lack of discussion on the plan in public or the ability to express his opinion on the plans and was told by the Friends he would need to pay to join them.

Bill Swaffield stated that he is sorry Mr. Lemaire feels that way about the project and that this project has been discussed excessively for the last 7 years and Mr. Lemaire has always been able to put in his input. He stated the Town owns this building and they need to put up some of the funds for the renovation. He noted the amount of money raised by the Friends is astonishing and is really hard to do. He appreciates them sticking through this project.

Vaune Dugan addressed the Board again with regards to the “all or nothing” comment and that she resigned from that Committee because she felt it needed to be scaled back and noted it has been significantly, which is a big shift from the original proposal.

Roger Murray, member of the Friends of Town Hall, addressed the Board and stated he strongly supports this project and the proposal touches on three things: necessary repairs to the exterior, updated modern efficient town office space, and community space. He stated this project supports the downtown core as well as the Master Plan in keeping the Town Hall in the downtown core. He stated with regards to Mr. Lemaire’s comments he wasn’t able to provide his input, he did ask him what it would take to get him to support the project and he replied he didn’t know. He can join the Friends and pay dues like everyone else. He stated with regards to his comments that the Board of Selectmen hasn’t discussed it in public is untrue. There have been countless public hearings on the matter in public session.

Peter Goodwin addressed the Board and stated many people who come to Wolfeboro are summer residents and cannot vote but enjoys the downtown and this renovation will benefit the town for the long term.

Richard Massey stated that many people come to Wolfeboro for its downtown character and because it reminds them of a time that has disappeared. These buildings were built to last and he stated they need to keep that faith and demonstrate the same vision and endorse this project.

Bob Lemaire asked for the record the number of the “countless public hearings” what the date of the last one is.

Joyce Davis replied that last discussion on the matter was at the November 18th Board meeting.

Mrs. Murray clarified that she believes he meant public discussions vs. public hearings.

Jim Nupp addressed the Board and stated the fact remains the Friends of Town Hall are making progress and majority of people in town support the project.

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

Mr. Bowers stated he has been a supporter of the project as well as a donor and that Wolfeboro has one of the lowest tax rates in NH for the benefits they have here. He stated people come here because they like it here. He respects Mr. Lemaire's opinion and feels he has had opportunity to express himself and doesn't feel he has had a lack of ability to speak.

Brad Harriman congratulated the Friends of Town Hall on their efforts for raising the funds and does feels the Town Hall should remain where it is, but does not feel it needs to be done all at once. He would like to see it done in phases without bonding starting with the exterior, windows etc. and then move to the inside.

Mrs. Murray reviewed the timeline for the Town which extends back to 1989 where many options have been explored and discussed but all agreed the Town Hall should remain in the downtown. She stated the voters supported the purchase of the Town Hall, but did not support the original proposal of \$6.7 million dollars. TOCAG was established and a proposal to purchase the old Community Bank for a Town Hall did not get the support either with only 37.9% of the vote showing the community does support keeping Town Hall downtown. She stated the town residents are still arguing over this issue 24 years later. They need to move forward and get it done. She is in support of this proposal.

Dave Senecal stated he is not in favor of this project as he still thinks the price tag is the issue. He has some concerns about the 15% allotment for the contingency fund which shows there are still some "unknowns". He is not in favor of bonding \$3.8 million dollars for this project.

Chairman Silk stated she is impressed with the public/private partnership noting the Friends have raised almost 25% of the cost which is unprecedented with any other project in town. She stated they have discussed the idea of phased construction and although some of it can be done piecemeal (such as electrical and plumbing) and some phased construction has already taken place, there is a cost savings to doing the project all at once and they are at the point where they need to move forward with this project.

It was moved by Sarah Silk and seconded by Linda Murray to recommend Article C to the voters. Members voted, Brad Harriman and Dave Senecal opposed all others in favor, the motion passed.

Article E. DPW Facilities Upgrades \$160,000 (bonded amount)

For the 2014 Bond Issue not to exceed the amount of one hundred sixty thousand dollars (\$160,000) for the purpose of the design and construction of upgrades to the Public Works Garage facility on Pine Hill Road (Route 109A), including to replace and enlarge the salt storage shed, to construct new spreader hangers and to make needed repairs to the Public Works Garage.

Chairman Silk opened the public hearing.

Mr. Owen stated this is a follow-up to a previously proposed project to replace the current salt shed and spreader hangers at the Public Works Garage.
Chairman Silk noted this project was postponed due to the fire at the Public Works Garage.

It was moved by Dave Senecal and seconded by Dave Bowers to recommend Article E to the voters. Members voted and none opposed, the motion passed, unanimously.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated December 13, 2013
2. Manifest dated December 20, 2013

B. Tax Abatements/ Refunds

- i. 61 Haines Hill Road #19 Tax Map 86, Lot 1-19
- ii. 61 Haines Hill Road #27 Tax Map 86, Lot 1-27
- iii. 61 Haines Hill Road #9 Tax Map 86, Lot 1-9
- iv. 61 Haines Hill Road #31 Tax Map 86, Lot 1-31
- v. 61 Haines Hill Road #15 Tax Map 86, Lot 1-15
- vi. 139 Gov. Wentworth Hwy #W2 Tax Map 133, Lot 20-W2
- vii. 139 Gov. Wentworth Hwy #B8 Tax Map 133, Lot 20-B8
- viii. 61 Haines Hill Road #5 Tax Map 86, Lot 1-5
- ix. 61 Haines Hill Road #42 Tax Map 86, Lot 1-42
- x. 61 Haines Hill Road #25 Tax Map 86, Lot 1-25
- xi. 61 Haines Hill Road #6 Tax Map 86, Lot 1-6
- xii. 19 Pine Street Tax Map 218, Lot 98

C. Gift of \$ 4,877.54 by a generous donor for the Town employees' Holiday Party

It was moved by Sarah Silk for the Wolfeboro Board of Selectmen to add item C, generous gift to the Bulk Vote as submitted by the Town Manager at this meeting. Dave Senecal seconded. Members voted and all in favor, the motion passed.

It was moved by Dave Senecal for the Wolfeboro Board of Selectmen to approve the Bulk Vote. Brad Harriman seconded. Members voted, all in favor, the motion passed.

Appointments

- **Information Systems Advisory Committee**
James T. Collins
Phil Holberton

Chairman Silk stepped down from discussion and vote.

Vice-Chair Murray questioned if the Board wish to appoint Mr. Collins and Mr. Holberton even though they are not present.

It was moved by Dave Senecal to approve the appointment of James T. Collins to the Information System Advisory Committee for term expiring April 2017, and Phil

Holberton to a term expiring April 2015. Members voted, Sarah Silk-abstained, all others in favor, the motion passed.

New Business

A. Monthly Budget Expenditures and Revenues Report.

Pete Chamberlin, Finance Director, addressed the Board with regards to his monthly report and provided a revised monthly revenue report. He stated overall the budget is in good shape and does believe the Welfare Budget won't be over as much as expected. He stated the Electric Department Fund balance is in good shape and revenues in the General Fund are up.

Mrs. Murray noted her concern with regards to problems with projects at Pop Whalen Ice Arena.

Mr. Chamberlin replied it is his understanding from the Director the budget will still be under.

B. 2014 Default Budget.

Pete Chamberlin addressed the Board to propose the 2014 default budget amount.

It was moved by Sarah Silk and seconded by Dave Bowers for the Wolfeboro Board of Selectmen to approve and sign the 2014 Default Budget in the amount of \$24,114,657.00 Members voted and being none opposed, the motion passed.

C. Delay of Implementation of the Monthly Water and Sewer Billing

Brenda LaPointe addressed the Board to explain she is requesting to delay the implementation monthly water and sewer billing that was to start in January until April noting some issues with installation of the water meter devices. She explained some of the devices (approximately 92) are providing invalid readings. She stated that because of the deficiencies the meters may need to be reprogrammed and because of this issue the billing office is not able to guarantee the accuracy of the bills and is requesting to delay the billing until the first quarter in April.

Mrs. Murray questioned if this is common during installations.

Mrs. LaPointe replied that the contractor did not start the project when scheduled and feels that they rushed to get it done. She is not sure what happened with the programming of the meters but pointed out that 2,206 meters have been installed with only 88 remaining to be done, which is a success overall.

Chairman Silk questioned if the discrepancies will be ironed out by April.

Mrs. LaPointe replied that is the plan. The Water Department is working with the contractor and has identified the locations with the problems.

Mrs. Murray questioned if you can still get a regular read.

Mrs. LaPointe replied yes on the inside. She further questioned the effective date of January 1, 2014 for the new rate charge and noted that the only change was made to the gallons per quarter which is \$5.26 for water and \$8.08 for sewer. She wants to be clear of the amount and that some customers will have the rate change on usage from last year.

Mrs. Murray replied that she does not want to change the decision on the rate change without input from Dave Ford as they really need the revenue, especially since the Budget Committee removed \$20,000 from the Water Fund.

Chairman Silk entertained a motion to delay the implementation of the water and sewer billing until April 2014.

It was moved by Linda Murray and seconded by Brad Harriman for the Wolfeboro Board of Selectmen to approve delaying the implementation of monthly billing for water and sewer services until April, 2014. Members voted and being none opposed, the motion passed.

Chairman Silk stated she has some concern with delaying the implementation of the rate.

The Board agreed they did not want to make any change to the implementation of the rates.

Mrs. LaPointe clarified the new rates will go in effect in January and the monthly billing will start in April. She noted the charge for the deduct meters is delayed until April and noted there needs to be some discussion regarding the rules and regulations of such meters as far as turn on/off fees. She stated turning them on and off can become very difficult to administer.

Mr. Senecal questioned how many deduct meters they have.

Mrs. LaPointe replied close to 200.

Mr. Owen suggested that Mr. Ford discuss such rule changes with her.

Mrs. LaPointe also questioned the \$25 charge for those who have not had their meter installed yet but have made an effort to do so.

Mrs. Murray replied that it was implemented for those who refused to have the meter installed, and feels good judgment can be used if someone has made a genuine effort to get the meter installed.

D. Pine Hill Road Cemetery Study Findings

Mr. Owen introduced Randy Tetrault who was contracted by the Town to provide a survey of the Cemetery gifted to the Town two years ago by the Pine Hill Association. He explained the survey was to find out the boundaries of the cemetery as well as if any burial plots are still available in the lot.

Randy Tetrault addressed the Board and provided a PowerPoint presentation on his extensive research into the history of the Pine Hill Cemetery. (See attached) According to his presentation there may be close to 60 plots available in the cemetery.

Chairman Silk stated that he made some good points on the cremation plots as a lot of people have chosen that route now and it helps in a restricted space area.

Mr. Tetrault stated the bottom line is there is a lot more potential in the cemetery that first thought. He stated and now they have a set of plans on record.

The Board thanked Mr. Tetrault for the work he did.

E. Warrant Article taping

The Board set the taping of the Warrant Articles with Community TV on January 15, 2013 at 1:00 PM.

Town Manager's Report

Mr. Owen reported the following:

- New telephones have been installed at the Town offices and voice mail has been implemented.
- Bids have been received on the Middleton Road Cemetery expansion project for the under drains and road development. They received 14 bids that ranged from \$54,395 to \$119,200 but they only have \$39,000 in funds available for the project. He stated they plan to proceed with only the under drains work and hold over the rest of the project until they have enough funding.
- He met with members of the Wolfeboro Cooperative Nursery School with regards to their lease at the Rail Road station and have come to an understanding in principal on a new lease.
- He provided information regarding the Dockside Lease with regards to the CPI adjustment that will increase 1.6% in 2014.
- He stated the Economic Development Committee is still looking for a Recording Secretary for one meeting per month on Tuesday's at 8:00 AM.
- He provided a request from the Town office staff to close the offices Monday, December 23 from 1:00 PM to 3:00 PM for a staff potluck party. The Board agreed they could have a party, but did not agree to close the office for such and suggested they stagger their lunch hours to provide coverage.
- He will be out of the office on Friday until December 30th.

Committee Reports

Mr. Harriman attended the Planning Board meeting where they heard a proposal for a subdivision of Trites. The Planning Board granted a line installation on Cowper Road presented by the Municipal Electric Department Supervisor Barry Muccio and they held a work session on storm water management.

Mr. Bowers reported the Library is busy and is getting a new phone system. They are also looking into providing better security for the staff.

Mrs. Murray stated she attended the Chamber's quarterly meeting in which Mr. Owen provided a review of proposed Warrant Articles. She attended the Budget Committee's meeting on Warrant Articles. She went to Boston for a deposition on the RIB case and she attended the meeting with the Wolfeboro Cooperative Nursery school lease with Mr. Owen.

Mr. Senecal reported he has been attending ongoing Budget Committee meetings.

Chairman Silk stated she attended the Budget Committee meeting on Warrant Articles. She will attend the Police Commission meeting and LRHHPF meetings this week. She attended the Town employees' Holiday Party and felt Jeff Urquhart and Christine Collins did an excellent job planning it and thanked that generous donor!

Chamber of Commerce

None.

Public Comment

None.

Questions from the Press

None.

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

Member Dave Senecal moved the Wolfeboro Board of Selectmen to enter non-public session at 8:59 PM to discuss personnel. Brad Harriman seconded. Roll call vote: Dave Senecal-yes, Brad Harriman-yes, Sarah Silk-yes, Dave Bowers-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 9:33 PM.

Chairman Silk stated the non-public session minutes of December 18, 2013 were sealed by a 2/3rds vote as required by law.

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

Member Linda Murray moved the Wolfeboro Board of Selectmen to adjourn at 9:34 PM. Member Sarah Silk seconded. Being none opposed, the motion passed.

Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary