

**Wolfeboro Board of Selectmen
Special Meeting minutes
Approved
January 18, 2012**

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

Members absent: Chuck Storm

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

➤ ***January 4, 2012***

Member Linda Murray moved the Wolfeboro Board of Selectmen to table the minutes of January 4, 2012 to the next meeting. Dave Senecal seconded. Members voted, all in favor, the motion passed.

**Public Hearings
Temporary Event permits**

A. All Saints Episcopal Church to hold a Summer Fair on July 21, 2012 from 10:00 AM-2:00 PM at 258 South Main Street.

Chairman Silk opened the public hearing.

Phil Wachmuth joined the Board for discussion and stated they plan to run the event the same as in the past with no changes.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen approve the issuance of a temporary event permit to All Saints Episcopal Church to hold a Summer Fair on July 21, 2012 from 10:00 AM to 2:00 PM at 258 South Main Street. Dave Senecal seconded. Members voted, all in favor, the motion passed.

B. Eastern Lakes Region Housing Coalition to hold a Rubber Duck Race on September 1, 2012 from 9:00 AM to 11:00 AM on the Smith River.

Chairman Silk opened the Public Hearing.

Donna Young joined the Board for discussion and stated they plan to hold the event the same as last year.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the Eastern Lakes Region Housing Coalition to hold a Rubber Duck Race on September 1, 2012 from 9:00 AM to 11:00 AM on the Smith River. Dave Senecal seconded. Members voted, all in favor, the motion passed.

- C. Governor Wentworth Arts Council to hold Artists in the Parks on August 15, 2012 from 10:00 AM-5:00 PM at Cate and Town Parks and Wolfeboro Community Bandstand.**

Chairman Silk opened the Public Hearing.

Debbie Hopkins joined the Board for discussion and stated she will run the event the same as the past 33 years.

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

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the issuance of a temporary event permit to the Governor Wentworth Arts Council to hold Artists in the Parks on August 15, 2012 from 10:00 AM to 5:00 PM. Dave Senecal seconded. Members voted, all in favor, the motion passed.

Bulk Vote

A. Property Tax Refunds/Abatements

Approvals

- i. 9 Baas Drive Tax Map 142, Lot 14
- ii. 100 River St Tax Map 205, Lot 10
- iii. 31 Herron Hollow Tax Map 218, Lot 38
- iv. 25 Blackberry Lane Tax Map 190, Lot 105
- v. 11 Blackberry Lane Tax Map 205, Lot 16

B. Notice of Intent to Cut Wood or Timber

- i. College Road Tax Map 118, Lot 6
- ii. New Garden Rd Tax Map 255, Lot 4

C. Raffle Permit-Friends of Abenaki

Mr. Owen questioned if the Board would be agreeable to add an additional Intent to Cut Wood or Timber for Tax Map 255, Lot 4 on New Garden Road.

It was moved by Linda Murray for the Wolfeboro Board of Selectmen to add the Intent to Cut Wood or Timber for Tax Map 255, Lot 4 on New Garden Road. Dave Senecal seconded. Members voted and being none opposed, the motion passed.

Mrs. Murray requested background information on the settlement approvals.

It was moved by Dave Senecal for the Wolfeboro Board of Selectmen to approve the Bulk Vote (with the added Intent to Cut) in items A-C. Dave Bowers seconded. Members voted and being none opposed, the motion passed.

New Business

A. *Use of Cate Park and Wolfeboro Community Bandstand for a wedding*

Bonnie Martin joined the Board and stated that she is representing John Schiappa and Shelly Jones who wish to request the use of Cate Park Gazebo on September 21, 2012 for a wedding as well as some time on the previous evening for a rehearsal. She stated they will have 50-75 people and questioned the availability of chairs and power source.

Mr. Bowers replied the town does not own chairs.

Mr. Owen replied there is a power source available.

Chairman Silk stated they should be aware it is Public Park.

Mr. Owen replied he would communicate such to them.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the request of John Schiappa and Shelly Jones to use Cate Park and the Community Bandstand for the purpose of their wedding from 5:30 to 7:30 PM (including setup and cleanup) on Friday, September 21, 2012 as well as the previous evening for a rehearsal. Dave Bowers seconded. Members voted, all in favor, the motion passed.

B. *Arts on the Edge Wolfeboro-Outdoor Sculpture Exhibit in Cate Park*

Nancy Langeld joined the Board for discussion and stated they request to have their outdoor sculpture exhibits in Cate Park and maybe in Clark Park depending on the number of pieces.

Mr. Bowers questioned if they have a rule that the sculptures have no sharp edges.

Chairman Silk replied that most of them are placed within the vegetation.

Nancy Langfeld noted they do have insurance.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the request of Arts on the Edge Wolfeboro to hold an outdoor sculpture exhibit in Cate and Clark Parks from June 22-September 3, 2012, subject to the following conditions:

- 1. All sculptures shall be suited and installed to avoid damaging or removing existing vegetation.**
- 2. There shall be no more than 6 sculptures in Cate Park and 8 sculptures in Clark Park.**
- 3. Arts on the Edge shall replace or repair any sod removed or damaged as a result of the installation.**
- 4. There shall be no obscene sculptures.**
- 5. Sculptures shall not depict religious iconography or images.**
- 6. Permission to place sculptures on the grounds of the Clark Park museum complex is subject to approval from the Wolfeboro Historical Society.**

7. Sculptures shall not impede any existing walkway or path.
8. Sculptures shall not limit access to parks for visitors with disabilities.
9. The Wolfeboro Parks and Recreation Director reserves the right to alter the layout and placement of sculptures.
10. The Wolfeboro Parks and Recreation Director and the Town Manager reserve the right to order the removal of sculptures.

Dave Senecal seconded. Members voted, all in favor, the motion passed.

C. Taxi Stand

No one present to discuss request.

Mrs. Murray questioned if such request requires anything from the State.

Mr. Owen replied no.

Chairman Silk questioned who would be inspecting the vehicle.

Mr. Owen replied the Police Department.

Mr. Senecal noted that the stand request is the same location that former Taxi's had on the corner of South Main Street and Central Ave (next to Spencer Hughes Real Estate).

Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve designating the parking space on Central Avenue right before its intersection with South Main Street and opposite the street from the Post Office as a Taxi Stand, such designation to become effective after the taxi license applicant satisfies all the conditions for the issuance of a taxi license and the rates are displayed in the vehicle. Linda Murray seconded. Members voted and being all in favor, the motion passed.

D. Monthly Budget Expenditures and Revenue Report

Pete Chamberlin joined the Board and stated that he has been working on cleaning up the purchase orders for year end and he has done a quick review from the first of the year. Based on his review he feels they are in good shape.

Mrs. Murray questioned page 10 under the Brewster Building.

Mr. Chamberlin replied that those funds have been spent.

Mrs. Murray requested an updated print out and she commended the Department Heads for staying within their budgets.

E. Mileage Reimbursement Rate for 2012

Mr. Owen stated that the IRS rate is set at 55.5 cents per mile and the town's rate is 51 cents per mile and questioned if the Board wished to change the rate.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to amend the Town's Mileage and Reimbursement Policy so that it reads as follows:

Mileage & Expense Reimbursement Policy
Town of Wolfeboro

I. PURPOSE

The purpose of this policy is to fairly compensate town employees for the cost of business and professional development expenses, as well as the use of their private vehicles on approved town business.

II. REIMBURSEMENT

- a. Mileage expenses will be reimbursed at the rate of 55.5 cents per mile effective January 19, 2012. This rate may be revised by the Board during the year as necessary.
- b. Other approved expenses will be reimbursed upon submission of valid receipts showing the actual payment by the individual.
- c. Said requests for mileage and other expenses shall be submitted upon forms provided by the Finance Office and must be approved by the Department Head and/ or the Town Manager.

III. INSURANCE

In order for a town employee to qualify for mileage reimbursement for the use of his/her private vehicle for Town related business under this policy, the employees shall provide the Town with a copy of the declaration section of a valid personal or business auto policy with himself or herself indicated as the named insured for the vehicle in use, to show limits of liability with a minimum of \$100,000 per person and \$300,000 per accident for bodily injury to others, \$100,000 property damage to others. \$100,000/\$300,000 uninsured motorists bodily injury, and \$5,000 medical insurance payments coverage; or the policy shall allow a minimum of \$300,000 Combined Single Limits for liability protection.

Linda Murray seconded. Members voted and being all in favor, the motion passed.

F. Capital Projects Update Report

Mr. Ford joined the Board to review his Capital Expenditures Report dated January 12, 2012. (See attached) He noted that they are slowing down the flow to the RIB site based on a recent meeting with NH DES and will be using more spray to offset that reduction. He noted under the Garage upgrades they are looking into a truck washing station which is an essential part of maintenance for the vehicles and they are looking at doing it at the Water Treatment Plant. He noted if anyone should have questions regarding projects they can contact the Public Works Department.

Mrs. Murray questioned if he puts the Capital Project summary on the website.

Mr. Ford replied he does.

Mr. Bowers stated the Chamber of Commerce has expressed concern regarding the recent issues with the RIB site and would like to discuss such with Mr. Ford if he could contact them.

Mr. Ford replied he would do such, but noted the issue with the site is that it isn't working to the capacity that was built for other than that it runs properly.

G. Lang Pond Road

Mr. Owen stated there was some confusion on his part in regards to the budgeting for the road. He stated the plan is the project will have upgrades but will not be paved.

Mr. Ford clarified that he plans to address the drainage problem on this road, but the paving would need further discussion among the residents as well as the Town of Tufonboro because the paving would need to continue into Tufonboro. He suggests holding a stakeholders meeting to discuss the plan for the road.

Chairman Silk questioned if it is possible if they can do the drainage work and new gravel and see if that makes a difference.

Mr. Ford replied they could do that and he does plan to do more dust control on this road.

Mr. Senecal questioned if the dust control would be environmental friendly and if they could continue with the drainage work this year and work with Tufonboro regarding the paving for next year.

Mr. Ford replied that he plans to use magnesium chloride and agrees with such plan.

H. Warrant Article Review continued

Mr. Owen stated the Budget Committee took the following positions on the three petition Warrant Articles: U- no action, V-8-0 not to recommend and W- 8-0 no action. He stated the Board voted as follows: U-no action, V-4-0 not to recommend and W-4-0 not to recommend.

I. RSA 261:153 Municipal Permits Registrations

Mr. Owen stated he has been hearing a lot of discussion among communities considering adopting RSA 261:153, which allows municipalities to assess a fee of up to \$5 when registering a vehicle and these fees would be kept in a Capital Reserve Account and used for transportation improvements. He stated the reason many communities are considering it is to replace the vehicle registration surcharge and it is something to keep in mind for next year's Warrant Articles.

Old Business

Chairman Silk reminded the public that the filing period for public office is January 25, 2012 to February 3, 2012.

Any Other Business

Mrs. Murray stated the Board had previously discussed replacing Tim Bates for Trustee of the Josiah Brown Trust upon his resignation and she did discuss such with local Attorney Kurt DeVylder and he is interested. She stated that she is comfortable with the Town Attorney's opinion to have Attorney John Kallad's accountings reviewed by his office.

Member Linda Murray moved the Wolfeboro Board of Selectmen to allow former Trustee of Josiah Brown Trust, John Kallad's accounting statements verified by Paralegals from Attorney Puffer's office. Dave Bowers seconded. Member's voted and being none opposed, the motion passed.

Mrs. Murray updated the Board on the status of Selectmen Storm's recent surgery and he may rejoin the Board at their next regular meeting.

Mr. Owen updated the Board on staff member Justin Martin's surgery and that he delivered the gift basket to him, which he appreciated.

Chairman Silk reminded the public that the Solid Waste Facility is under winter hours and is closed on Wednesday and Thursday and the new sticker must be in place by February 1st and placed on the lower corner of your windshield (driver's side).

Town Manager's Report

Mr. Owen stated the following:

- He received communication from John Magee of the Pine Hill Cemetery that their accounts have been closed and funds will be transferred to the town via checks tomorrow to be deposited with the Trustees of Trust Funds.
- Lieutenant Rondeau has reported they have issued two citations for the new ordinance for the K2 Spice as they apprehended two individuals at Albee Beach.
- He reminded the Board the time limit to post the Town Meeting Warrant and Budget is January 30th and suggested the Board hold a special meeting to approve and sign the town warrant. The Board agreed to do such on January 25, 2012 at 7:30 AM.

Committee Reports

Mr. Bowers stated the Library reports circulation is down by 8%, internet usage is down 17% and visitation to the library is up 3.8%.

Mrs. Murray reported the following:

- She and the Town Manager attended the Joint Milfoil Board meeting and discussed the plans for this spring and summer.
- She attended the Community TV meeting and discussed the budget as well as the sound problems.
- She attended the Ribbon Cutting Ceremony of Abenaki for snowmaking and it was a great time.

Mr. Senecal stated the Budget Committee has completed the review of the budget and the Blue Loon Buses are running on schedule.

Chairman Silk reported the following:

- Friends of Abenaki will hold the annual fundraising pancake breakfast at Garwood's Restaurant on March 3, 2012 from 7 AM to 10 AM. The cost is \$5 for adults and \$3 for kids.
- February 29th, the Friends will show the Ski Movie Winter for winter carnival the cost is \$5 for adults and \$3 for kids.
- January 28, 2012 will be the first annual mattress race at Abenaki.

Public Comment

None.

Questions from the Press

Tom Beeler, Granite State News, questioned if the Budget Committee approved the wording change for the Warrant Article consistent with the Bath Houses at Albee Beach.

Mr. Owen replied they did and voted 8-0 to recommend it.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to enter non-public session at 7:59 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 8:25 PM.

Chairman Silk stated the non-public session minutes of January 18, 2012 were sealed by a 2/3rd's vote as required by law.

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 8:26 PM. Member Linda Murray seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary