

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
March 20, 2013**

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

Members absent: None.

Staff present: Town Manager David W. Owen, Finance Director Pete Chamberlin, Director of Public Works Dave Ford, Tax Collector Brenda LaPointe and Recording Secretary Amelia Capone-Muccio.

Chairman Murray opened the meeting at 6:30 PM. She welcomed new member Brad Harriman and thank Chuck Storm for his 3 years of dedicated service and commitment. She directed the Town Manager to send a letter of thanks on the Boards behalf.

Non-Public Session

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

Consideration of Minutes

➤ **3/06/13**

Ms. Silk amended page three, the fifth paragraph to add the following: “and requested copies of the tax cards with all abatements”. She amended page bullet E and added the following to the last sentence:

- Page 3 & 5 budget due date from November to December.
- Page 7 all town signatures of members should be listed on one page.
- Page 8 billing should be periodically not monthly
- She noted Mr. Owen also had some changes.

Chairman Murray amended page one, to correct the public hearing (moving the second to the last sentence up as the first). She made the same amendment for page two, B as well. She amended page four, first paragraph fifth line to add: “the mortgage has not been discharged”. She amended page six to add the following before the second to the last paragraph: “Chairman Murray announced the non-public session minutes would be released within 72 hours”.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to accept the minutes of March 6, 2013 as amended. Dave Bowers seconded. Members voted, Dave Senecal and Brad Harriman-abstained and being none opposed, the motion passed.

Reorganization of the Board of Selectmen

It was moved by Dave Bowers and seconded by Linda Murray to nominate Sarah Silk as Chairman of the Board. Members voted and being none opposed, the motion passed.

It was moved by Dave Bowers and seconded by Sarah Silk to nominate Linda Murray as Vice-Chairman of the Board. Members voted and being none opposed, the motion passed.

Assignment of Selectmen to Town Boards and Committees

The Board members assigned themselves to the following Committees:

- | | |
|---------------------------------|------------------------------|
| • Agricultural Commission | Sarah Silk |
| • Budget Committee | Dave Senecal |
| • CIP Committee | Linda Murray |
| • Chamber of Commerce | Linda Murray |
| • EDC | Linda Murray and Dave Bowers |
| • Emergency Response | Sarah Silk and Dave Senecal |
| • Friends of Abenaki | Dave Senecal |
| • Friends of the Libby | Brad Harriman |
| • LRHHPF | Sarah Silk |
| • Libby Museum Trustees | All members |
| • Library Liaison | Dave Bowers |
| • Master Plan Implementation | Linda Murray |
| • Milfoil Eradication | Linda Murray |
| • Negotiations Committee | Dave Senecal |
| • Planning Board | Brad Harriman |
| • Planning Board alt | Dave Bowers |
| • Police Commission liaison | Sarah Silk |
| • Wolfeboro Community TV | Brad Harriman |
| • Historical Society | Dave Senecal |
| • Hazard Mitigation | Sarah Silk & Brad Harriman |
| • Carroll County Transportation | Dave Senecal |
| • Milfoil Joint Board | Linda Murray |
| • Conservation Commission | Sarah Silk |

Affirmation of the Board of Selectmen's Rules of Procedure

It was moved by Dave Bowers and seconded by Brad Harriman to approve and sign the Board of Selectmen's Rules of Procedure. Members voted and being all in favor, the motion passed.

Public Input

Josephine Amatucci joined the Board and stated she wished to address the public with regards to Police protection.

Chairman Murray stated that the Board of Selectmen has no jurisdiction over the Police Department and she asked the members of the Board if they wish to hear such discussion.

The Board members agreed such is a Police matter at which they have no jurisdiction over.

Ms. Amatucci stated this is a public forum and she has a right to speak to the people.

Mr. Senecal stated that she needs to address the matter with the Police Commission.

Chairman Murray stated that in 2005 the voters reaffirmed that they wanted the Police Commission to oversee the Police Department and that such a matter can be addressed in their public forum.

Ms. Amatucci replied that not everyone watches the Police Commission meetings.

Chairman Murray stated that the Board has decided this is not a matter in their purview to address.

Public Hearings

Temporary Event Permits

A. Wolfeboro Area Recreation Association to hold the Antique British Car Show on July 27, 2013 from 10:00 AM- 3:00 PM at the Nick.

Chairman Murray opened the public hearing.

Diana Stanley joined the Board and stated this is their 5th annual event they hold to fundraise for High Hopes Foundation of NH and usually have about 100-150 cars with 800-900 spectators.

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

Ms. Silk noted the insurance expires 5/12/12 and to try and keep the DJ speakers directed away from the residential area.

Ms. Stanley replied they would submit the new insurance when they receive and they do point the speakers away, but noted the DJ will be done by 3:00 PM.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit for Wolfeboro Area Recreation Association to hold the Antique British Car Show on July 27, 2013 from 10:00 AM- 3:00 PM at the Nick. Dave Bowers seconded. Members voted and being none opposed, the motion passed.

B. Governor Wentworth Regional School District to hold the Stacey Burns Memorial Scholarship 5K run/walk on May 4, 2013 from 8:30 AM – Noon beginning and ending at Carpenter School.

Chairman Murray opened the public hearing.

Sonar Lapar, Peggy Hart and Jackie Russell joined the Board for discussion.

Mrs. Hart stated that they hold the event to raise funds for the Stacey Burns Scholarship fund for nursing school.

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

Chairman Murray questioned if they would be on the sidewalk or road.

Mrs. Hart replied on the sidewalk.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit for Governor Wentworth Regional School District to hold the Stacey Burns Memorial Scholarship 5K run/walk on May 4, 2013 from 8:30 AM – Noon beginning and ending at Carpenter School. Brad Harriman seconded. Members voted and being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated March 15, 2013
2. Manifest dated March 22, 2013

B. Property Tax Abatements/Refunds

Approvals

- | | | |
|------|------------------------|------------------------|
| i. | 680 N. Main St. Unit 6 | Tax Map 142, Lot 10-15 |
| ii. | 680 N. Main St. Unit 7 | Tax Map 142, Lot 10-16 |
| iii. | Trask Mountain Road | Tax Map 36, Lot 1 |

C. Notices of Intent to Cut Wood or Timber

- | | | |
|-----|----------------------|-------------------|
| i. | North Wolfeboro Road | Tax Map 24, Lot 4 |
| ii. | Route 171 | Tax Map 9, Lot 2 |
| | | Tax Map 3, Lot 1 |

Chairman Murray stated she did get clarity on section B i & ii from the Assessing Department and is satisfied with it.

Mr. Bowers noted the comparison to Lake Wentworth and Crescent Lake and said such is not valid.

Chairman Murray noted that an explanation of such was provided.

It was moved by Sarah Silk for the Wolfeboro Board of Selectmen to approve the Bulk Vote items (A, B & C) as submitted. Dave Bowers seconded. Members voted and being none opposed, the motion passed.

New Business

A. Grant Agreement with NH Department of Environmental Services for Household Hazardous Waste Collection Funds

Ms. Silk stated this is the agreement on behalf of the Lakes Region Household Hazardous Waste Product Facility to enable them to continue to receive NH DES funds for their contractor.

It was moved by Sarah Silk for the Wolfeboro Board of Selectmen to accept Household Hazardous Wastes Collection grant funds and to enter into a contract with the NH Department of Environmental Services, and to further authorize the Town Manager to execute any documents which may be necessary for this grant contract. Dave Bowers seconded. Being none opposed, the motion passed.

B. Monthly Budget Expenditures and Revenue Report

Pete Chamberlin joined the Board for discussion and it is still early in the budget season, but noted that Chairman Murray has some questions regarding the Water/Sewer billing.

Chairman Murray stated that the Brewster building has spent half the budget to date and the Highway water budget has been overspent.

Mr. Chamberlin replied he would look into those and get back to her.

Mr. Owen noted they are keeping an eye on the Welfare Budget as it does increase at this time of year.

C. On-line Bill presentation

Brenda LaPointe joined the Board and provided a presentation of the new On-line Bill presentation for Tax, Municipal Electric and Water/ Sewer bills to take effect in July. She explained over the last few years they have received a lot of inquiries from customers to provide more online technology and reported to date they have received 300 hundred tax payments (\$650,000) in electronic payments. She stated last year the town funded an upgrade to the software to enable them to provide on-line bill presentation. This will allow customers to view their account, make changes (address etc.) and make payments to their accounts on-line. She noted the cost of this will be \$50 per month and thirty cents per bill.

Chairman Murray questioned if the customer can still get a printed bill if they wanted to.

Mrs. LaPointe replied yes they can.

Mr. Bowers questioned if the customer is charged a surcharge.

Mrs. LaPointe replied yes there is a charge for the cardholder.

Mr. Harriman questioned if the monthly cost and billing cost is charged to the customer.

Mrs. LaPointe replied no.

Ms. Silk questioned when the change would take place.

Mrs. LaPointe replied July 29th.

It was moved by Sarah Silk and seconded by Dave Senecal to authorize the Tax Collector to proceed in implementing the option for on-line bill presentation to customers requesting that means of notification of their tax and utility bills, as authorized by RSA 76:11.

Ms. Amatucci interrupted the Board meeting to continue her complaint regarding the Police Department. Chairman Murray asked her repeatedly to sit down and stop interrupting the meeting.

D. Lang Pond Road Update

Dave Ford joined the Board and stated he met with the Tuftonboro Board of Selectmen and discussed the issue of Lang Pond Road and the concerns by resident as noted at a previous Board meeting. He stated that Tuftonboro discussed replacing the culverts and is looking into it further. He stated it seems they would like to keep the road the way it is but would like to encourage the traffic to go slower and limit the vehicle size.

Ms. Silk questioned how they would proceed with such limit.

Mr. Ford replied the two towns would need to be consistent with the posting of the limits.

Ms. Silk questioned if they would have a joint meeting with Tuftonboro to discuss such.

Mr. Ford replied they could and it is more of a discussion for next year's budget. He noted that Tuftonboro would mostly likely seek guidance from their Engineer as to the limits for the road.

Mr. Harriman questioned how often they treat the road.

Mr. Ford replied they treated the road last year but still received complaints from residents.

Chairman Murray questioned how the Mirror Lake Watershed relates to this if it was paved and that should be an open discussion.

Mr. Ford replied that such has been discussed with them, but the question is if Tuftonboro wants to pave the next 1,000 feet and there are drainage issues.

E. DPW Garage Update

Dave Ford provided the insurance settlements as of March 15, 2013 and the amounts as outlined in the memo dated March 15, 2013. He noted they re-purchased the sidewalk plow for parts and that they are having a hard time finding a replacement truck for the damaged truck.

He stated the building is beyond repair and they will need to replace the entire 5-Bay garage and are working with CCI for cost estimates.

Ms. Silk questioned the status of the spreader and plow equipment.

Mr. Ford replied they will be able to get the spreader clear, but the plow gear was damage. It is possible they may be able to repurchase it for parts also.

F. DPW Dump Truck Procurement

Dave Ford stated after putting the 10 Wheel Dump/Plow truck out to bid, they were surprised to get a competitive bid for a MACK truck. He stated they test drove the trucks and MACK trucks have been known to last 20 years, but have always been out of reach of the town's budget. He stated the bid for this MACK truck came within their bid requirements and would like to purchase it.

The Board supported the purchase of the MACK truck.

Old Business

Chairman Murray stated that she was disappointed in the number of voters that came out to the polls noting that only 20% of the registered voters took part in how the town should spend its money for the year. She stated she is grateful for those who came out to vote and that all the Warrant Articles passed.

Ms. Silk questioned the status of the fire alarm system.

Mr. Owen replied that it has been completed, but would verify such.

Ms. Silk questioned the status of the windows in the annex.

Mr. Ford replied that such is moving forward.

Chairman Murray stated the Board should address the white windows in the rear of Brewster Town Hall building since the new windows will be green. It was her understanding that the white windows could be painted green.

Any Other Business

Ms. Silk noted the recent Town & City magazine lists the local Town Officials workshops and there will be one April 10th in Moultonborough and an extended workshop on May 4th and 11th.

Town Manager's Report

Mr. Owen reported the following:

- The town received a check from Metrocast in the amount of \$110,773 for the annual franchise fee, which is a significant increase from last year.

- Notice was received from NH DOT that the Town will receive \$150,078 in Highway Block grant funding. He also drafted a letter of support for the gas tax increase which will help support NH roads and the Board agreed to sign such letter.
- The town received notice from FEMA recognizing the February 8-10th storm as a compensable emergency and the Town may be able to seek reimbursement for such.
- The Department of Safety, Division of Emergency Services and Communications has sent notification that they are ready to implement the Reverse E9-1-1 system and the Town will need to designate authorities to send those communications.
- He read a letter from Victor Drouin, President of Back Bay Hockey, thanking the Parks and Recreation Department for their customer service in handling the fire at the Pop Whalen Ice Arena. (See attached letter)
- They received only one application for the open Hawkers & Peddler permit from Kathy Dolengewicz to sell Italian Ice, drinks, snacks and Kielbasa.

Committee Reports

Chairman Murray reported she gave a presentation on behalf of the Board at the Chamber's quarterly meeting and attended the Milfoil Joint Board meeting.

Ms. Silk reported the following:

- She stated the Hazardous Waste Meeting was post-poned and Tuftonboro needs to sign the agreement before they start collections in May.
- She will be attending a meeting at NH DES on April 1st regarding grant funding.
- The DEA Drug Take back program is scheduled for April 27th at the Public Safety Building and it may be the last as they are looking into how disposal of such can take place. She reminded the public they can also bring expired or unwanted medicines to the Hazardous Waste collections in June and August.
- She attended an estate planning workshop presented by Primex and noted they will be having another on Slip, Trips and falls and encouraged staff members to attend such.

Chamber of Commerce

Chamber Director Mary DeVries joined the Board and thanked the Board for their participation over the past year and she appreciates having a Board of Selectmen representative at their meetings.

Public Comment

Josephine Amatucci joined the Board.

Chairman Murray reminded her they will not deal with any Police issues.

Ms. Silk stated that the Town Manager has office hours that she can discuss matters with and that although this is a public meeting she needs to go through the Chairman to speak.

Ms. Amatucci stated she does not want to talk to Mr. Owen as he pushes her out when she is seeking information under the Right to Know and makes a fool out of her in front of the staff.

Mr. Owen replied he always responds to her Right to Know requests.

Ms. Amatucci replied it took him 6 months last time and stated the Board doesn't know what she has been through with him and the Police are refusing to investigate her case.

Chairman Murray replied that is a Police matter.

Ms. Amatucci replied she will take the matter to the Police Commission at their meeting tomorrow.

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 7:53 PM to discuss litigation and non-public minutes. Dave Bowers seconded. Roll call vote: Dave Bowers-yes, Dave Senecal-yes, Sarah Silk-yes, Brad Harriman-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 8:14 PM.

Chairman Silk stated the non-public session minutes of March 20, 2013 were sealed by a 2/3rd's vote as required by law.

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

Member Brad Harriman moved the Wolfeboro Board of Selectmen to adjourn at 8:15 PM. Member Dave Bowers seconded. Being none opposed, the motion passed.

Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary