

**Wolfeboro Board of Selectmen  
Meeting Minutes  
Approved  
May 15, 2013**

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

**Members absent:** Dave Bowers

**Staff present:** Town Manager David W. Owen, Public Works Director Dave Ford, Finance Director Pete Chamberlin 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 not needed.

**Consideration of Minutes**

➤ **5/1/13**

**Member Linda Murray moved the Wolfeboro Board of Selectmen to accept the minutes of May 1, 2013 as submitted. Brad Harriman seconded. Members voted and being none opposed, the motion passed.**

➤ **5/1/13 non-public (not sealed)**

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to accept the minutes of May 1, 2013 non-public as submitted. Brad Harriman seconded. Members voted and being none opposed, the motion passed.**

**Public Input**

Josephine Amatucci addressed the Board and stated that she has been unable to receive some information from the Town Manager's office regarding the last day of work for James O'Brien in 2003. She claimed that the Town Manager's Secretary would not give her the information or let the Finance Director go in the basement to get it. She stated the only information they have provided is that his last check is dated December 29<sup>th</sup>. She stated the laws states these records need to be kept for 50 years and this has only been since 2003 or 2004. She is requesting they provide her with the last day of work for James O'Brien before he left Wolfeboro Police Department.

Mr. Owen stated that he and members of the staff have spent numerous hours researching the information for Ms. Amatucci and have provided her all the information they have. He stated that Ms. Amatucci is wasting a lot of the staff's time.

Ms. Amatucci stated that James O'Brien is a felon.

## Public Hearings

### Temporary Event Permits

- i. **Kingswood Youth Center to hold a Yard Sale Fundraiser on May 26, 2013 from 8:00 AM – 4:00 PM at 565 Center Street.**

Chairman Silk opened the public hearing.

Kurt DeVlyder, Vice President of the board, addressed the Board and stated the event is a fundraiser for the non-profit program. He stated the yard sale will take place at Durgin Stables between 8 AM and 4 PM, with minimal impact to the area.

Being no others to speak for or against the request, Chairman Silk closed the public hearing. She questioned a rain date.

Mr. DeVlyder replied they have no such date scheduled at this time.

**Member Brad Harriman moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit for Kingswood Youth Center to hold a Yard Sale Fundraiser on May 26, 2013 from 8:00 AM – 4:00 PM at 565 Center Street. Dave Senecal seconded. Members voted and being none opposed, the motion passed**

- ii. **American Cancer Society to hold the Relay for Life on June 22, 2013 at 8:00 AM through June 23, 2013 at 12:00 Noon at the Nick.**

Chairman Silk opened the public hearing.

Karen Anthony addressed the Board and stated they would run this event as in years past. It is an 18 hour event with benefits to proceed the American Cancer Society.

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

Mrs. Murray noted that as done in the past use caution to keep the music low.

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit for American Cancer Society to hold the Relay for Life on June 22, 2013 at 8:00 AM through June 23, 2013 at 12:00 Noon at the Nick. Linda Murray seconded. Members voted and being none opposed, the motion passed.**

- iii. **Abenaki Water Ski Club (Back Bay Water Skiers, Inc. ) to hold Water Ski Tournaments on June 29, July 27, August 10, and September 7, 2013 from 8:00 AM –sunset at Back Bay Town Park.**

Chairman Silk opened the public hearing.

Bill Swaffield addressed the Board for this event and stated this is their 33<sup>rd</sup> year running the four events. He stated they will run the events the next day if it should rain.

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

Mrs. Murray thanked the water ski club for their efforts in checking for and removing milfoil.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit for Abenaki Water Ski Club (Back Bay Water Skiers, Inc. ) to hold Water Ski Tournaments on June 29, July 27, August 10, and September 7, 2013 from 8:00 AM –sunset at Back Bay Town Park. Brad Harriman seconded. Members voted and being none opposed, the motion passed.**

- iv. **Wolfeboro Police Commission to hold a joint Police/Fire Open House on June 29, 2013 starting at 11:00 AM to 1:00 PM (set up break down 8 AM to 4 PM) at the Public Safety Building.**

Chairman Silk opened the public hearing.

Amelia Capone-Muccio, Secretary to the Police Commission, addressed the Board for discussion and stated this is a new event sponsored by the Police Commission. She stated that there will be an open house at the Public Safety Building with food and entertainment and the event is open to the public.

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

**Member Brad Harriman moved the Wolfeboro Board of Selectmen to approve the temporary event permit request for the Wolfeboro Police Commission to hold a joint Police/Fire Open House on June 29, 2013 starting at 11:00 AM to 1:00 PM (set up break down 8 AM to 4 PM) at the Public Safety Building. Dave Senecal seconded. Members voted and being none opposed, the motion passed.**

- v. **Wolfeboro Area Chamber of Commerce to hold Moonlight Madness on June 28, 2013 from 5:00 PM to 8:00 PM at Railroad & Central Avenues, South Main & North Main & Center Streets, Town & Cate Park and Wolfeboro Community Bandstand.**

Chairman Silk opened the public hearing.

Mary DeVries addressed the Board and stated that this is their annual request to kick off the community events (3 total) with registered businesses providing tables on the sidewalks and there will also be free entertainment.

Being no others to speak for or against the event, Chairman Silk closed the public hearing and she noted the note on the permit to avoid blocking the exits of businesses.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Wolfeboro Area Chamber of Commerce to hold Moonlight Madness on June 28, 2013 from 5:00 PM to 8:00 PM at Railroad & Central Avenues, South Main & North Main & Center Streets, Town & Cate Park and Wolfeboro**

**Community Bandstand. Dave Senecal seconded. Members voted and being none opposed, the motion passed.**

- vi. **Wolfeboro Area Chamber of Commerce to hold Sidewalk Sale Days on August 30-31, 2013 from 9:00 AM to 5:00 PM at Railroad & Central Avenues, South Main & North Main & Center Streets, and Railroad & Central Avenues.**

Chairman Silk opened the public hearing.

Mary DeVries addressed the Board and stated that this is their annual sidewalk sale days community event with registered businesses providing tables on the sidewalks.

Being no others to speak for or against the event, Chairman Silk closed the public hearing and she noted the note on the permit avoid to blocking the exits of businesses.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Wolfeboro Area Chamber of Commerce to hold Sidewalk Sale Days on August 30-31, 2013 from 9:00 AM to 5:00 PM at Railroad & Central Avenues, South Main & North Main & Center Streets, and Railroad & Central Avenues. Dave Senecal seconded. Members voted and being none opposed, the motion passed.**

- vii. **Wolfeboro Area Chamber of Commerce to hold Christmas in Wolfeboro from November 30<sup>th</sup> to December 25, 2013 from 9:00 AM – 9:00 PM at Railroad & Central Avenues, South Main & North Main, Center Streets, Town & Cate Park and Wolfeboro Community Bandstand.**

Chairman Silk opened the public hearing.

Mary DeVries addressed the Board and stated that this is their Christmas in Wolfeboro event that starts with the Santa parade and runs through Christmas and is their final Community event.

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

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Wolfeboro Area Chamber of Commerce to hold Christmas in Wolfeboro from November 30<sup>th</sup> to December 25, 2013 from 9:00 AM – 9:00 PM at Railroad & Central Avenues, South Main & North Main, Center Streets, Town & Cate Park and Wolfeboro Community Bandstand. Linda Murray seconded. Members voted and being none opposed, the motion passed.**

- viii. **Wolfeboro Public Library Board of Trustees and Friends of the Wolfeboro Public Library to hold an Ice Cream Social on June 22, 2013 from 12:00 Noon – 2:00 PM at 259 South Main Street.**

Chairman Silk opened the public hearing.

Jane Newcomb, member of the Board of Trustees, addressed the Board and stated this is their 10<sup>th</sup> annual Ice Cream Social that is free to the public and is a way to thank the community for their support of the Library.

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

**Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Wolfeboro Public Library Board of Trustees and Friends of the Wolfeboro Public Library to hold an Ice Cream Social on June 22, 2013 from 12:00 Noon – 2:00 PM at 259 South Main Street. Dave Senecal seconded. Members voted and being none opposed, the motion passed.**

### **Bulk Vote**

#### **A. Weekly Manifests:**

1. Manifest dated May 10, 2013
2. Manifest dated May 17, 2013

#### **B. Property Tax Abatements/Refunds**

##### Approvals

- |       |                                 |                        |
|-------|---------------------------------|------------------------|
| i.    | 2 Hopewell Shores (2010)        | Tax Map 240, Lot 13    |
| ii.   | 2 Hopewell Shores (2011)        | Tax Map 240, Lot 13    |
| iii.  | 2 Hopewell Shores (2012)        | Tax Map 240, Lot 13    |
| iv.   | 50 Worcester Island Road (2010) | Tax Map 258, Lot 16    |
| v.    | 50 Worcester Island Road (2011) | Tax Map 258, Lot 16    |
| vi.   | 50 Worcester Island Road (2012) | Tax Map 258, Lot 16    |
| vii.  | 76 Hopewell Point Road (2010)   | Tax Map 240, Lot 20    |
| viii. | 76 Hopewell Point Road (2011)   | Tax Map 240, Lot 20    |
| ix.   | 76 Hopewell Point Road (2012)   | Tax Map 240, Lot 20    |
| x.    | 42 Hopewell Point Road (2010)   | Tax Map 228, Lot 41    |
| xi.   | 42 Hopewell Point Road (2010)   | Tax Map 228, Lot 41    |
| xii.  | 42 Hopewell Point Road (2010)   | Tax Map 228, Lot 41    |
| xiii. | 15 Blackberry Lane (2010)       | Tax Map 205, Lot 18    |
| xiv.  | 15 Blackberry Lane (2011)       | Tax Map 205, Lot 18    |
| xv.   | 15 Blackberry Lane (2012)       | Tax Map 205, Lot 18    |
| xvi.  | Bay Street (2012)               | Tax Map 203, Lot 68-14 |
| xvii. | 7 Mill Street #8                | Tax Map 217, Lot 32-8  |

#### **C. Property Tax Credits/ Exemption**

##### Approval

- |    |                   |                     |
|----|-------------------|---------------------|
| i. | 41 Friar Tuck Way | Tax Map 278, Lot 36 |
|----|-------------------|---------------------|

#### **D. Notice of Intent to Cut Wood or Timber**

- |    |                 |                   |
|----|-----------------|-------------------|
| i. | North Line Road | Tax Map 52, Lot 3 |
|----|-----------------|-------------------|

#### **E. Property Tax Levy-\$12,769,482**

#### **F. Timber Tax Levy-\$603.19**

**G. Applications for Current Use**

- i. 23 Opies Circle Tax Map 118, Lots 4,5 & 6

**H. Raffle Permits**

- i. Wolfeboro Area Chamber of Commerce-Community Cash Raffle  
ii. Wolfeboro Public Library Board of Trustees and Friends of the Wolfeboro Public Library-2013 Summer Raffle.

**It was moved by Sarah Silk for the Wolfeboro Board of Selectmen to remove item G i. Linda Murray 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 items as submitted (not including item G i). Linda Murray seconded. Members voted and being none opposed, the motion passed.**

**It was moved by Linda Murray for the Wolfeboro Board of Selectmen to approve the Bulk Vote item G i. Dave Senecal seconded. Members voted, Sarah Silk abstained and being none opposed, the motion passed.**

**New Business**

**A. Amendment to the Farmers Market License Agreement RE: 4<sup>th</sup> of July Holiday**

Barbara Laverick addressed the Board and explained that upon review of their schedule they realized that their weekly market day falls on the 4<sup>th</sup> of July holiday and they would like to move to another day due to the parade.

Chairman Silk noted the rain date for the parade is Friday the 5<sup>th</sup>.

Mrs. Murray suggested doing it July 3<sup>rd</sup>.

Ms. Laverick replied it is a good idea but she would need to discuss such with the Board of Farmers Market group.

**It was moved by Linda Murray for the Wolfeboro Board of Selectmen to table the request to the next meeting. Brad Harriman seconded. Being none opposed, the motion passed.**

**B. Monthly Budget Expenditures and Revenues Report**

Pete Chamberlin joined the Board for discussion and stated that Mrs. Murray did have a question regarding the water billing which he clarified is based on the billing cycle. He stated that the Welfare Budget is running \$4,000 more than it was last year and he will continue to keep an eye on that. He reported the Electric Budget is doing well and the revenues are okay.

Chairman Silk questioned the Electric Technology purchases.

Mr. Chamberlin replied yes that is due to the purchases. He also noted the audit report will be in soon.

**C. Water Meter Upgrade**

Dave Ford joined the Board and referred to his memo dated May 10<sup>th</sup> in regards to the Water Meter Upgrade. He announced the bid was awarded to East National Water out of Palmer MA. He explained this upgrade will take place over the summer and be done by route. He stated the customers will be contacted to make appointments and they will have to participate in the upgrade as the town owns the meter. He explained that the program will be outlined with identified members from the contractor as well as town staff. He stated once the project is complete the town will be able to switch to monthly billing as they will be able to read the routes in one day.

Chairman Silk noted that there is an advantage to the customers for monthly billing as well because they can pick up leaks faster.

Mr. Ford did clarify these are not Smart Meters.

Mr. Senecal questioned if the sillcock meters would be included.

Mr. Ford replied they would. He noted the 200 seasonal customers would not be included at this time as they only read those once in the season. He stated the FAQ sheet is listed on the town website and will be put in the newspaper.

Mrs. Murray questioned the time as it is listed differently.

Mr. Ford replied that will be made clear to the customers in their letter.

Peter Pijoan questioned sending out a signal 24/7 being a waste of energy.

Mr. Ford replied that it runs on a Dcell battery with a 20 year life span and only sends a signal 45 seconds a day.

### **C. Post Office Request for Loading Zone on Central Avenue**

Mr. Ford stated the upgrades to the sidewalks in the area of the Post Office downtown has led to a problem with the ability for their delivery trucks to get in and out. For the time being he has provided some cones to block one space, but does not want to lose the space permanently as it is needed during the summer season. He stated there was some discussion to make it a compact car only space.

Mrs. Murray agreed they really can't afford to lose the space during the busy season but maybe could work something out that some of the time they can block it but not during the busy season.

Mr. Senecal agreed they can experiment with the cones for now; parking spaces downtown are too valuable to reduce.

Mrs. Murray also noted she observed many cars leaving the Village Players event going the wrong way on Glendon Street.

Mr. Owen stated he would write a response to the Post Master.

## D. Replacement of Annex Windows

Mr. Owen stated he has provided them with a facsimile of replacing the Annex basement window cover for their approval. He stated the intent is to tie them into the rest of the color scheme of the building.

Mrs. Murray stated that the back wall windows need to be painted from white to green.

Mr. Owen replied they will be painted.

**It was moved by Dave Senecal and seconded by Linda Murray to approve the replacement of the annex window covers as presented at this meeting. Members voted and being none opposed, the motion passed.**

## Town Manager's Report

Mr. Owen reported the following:

- He provided a supplemental Capital Projects report of town projects in similar format to the Public Works Director,s report.
- The Police/Fire repeaters have been installed and the Police Department does not report any dead spots at this time. There were some issues with the Fire Department and interference but he believes that has been resolved. Ms. Silk questioned the generator and Mr. Owen replied they are waiting on the owner of the property to agree to amend the licenseing agreement.
- He questioned if everyone wanted a new Knowing the Territory Book and they all replied they did.
- He provided a Facility Use permit that was approved. Ms. Silk noted the insurance expires in June and questioned the proposal. Mrs. Murray noted the Spring/Summer Rec program lists the schedule.
- He provided an e-mail regarding the Reverse E-9-1-1 and that at this time only 2 town officials can be designated to the program. Mrs. Murray stated the minutes of the last Emergency Management Meeting lists the Emergency Management Director, Town Manager and Police Chief. She suggested appointing the EMD and the Town Manager as stated.

**It was moved by Linda Murray and seconded by Brad Harriman to appoint the following as contacts for the State's Reverse E9-1-1 emergency system: Emergency Management Director and Town Manager. Members voted and being none opposed, the motion passed.**

- The Municipal Electric Department installed two new LED street lights, one at the Library and one at the Public Safety Building as a trial for possibility in the future.
- The town has been notified of a public auction of a property on South Main Street in June.
- The Ambulance contract negotiations are underway and they are currently negotiating a 3 year agreement with a 2 year option for extension and an increase in the insurance requirements.
- He will be out of the office part of the week next week and will return on May 29<sup>th</sup>.



- The Town Hall and Solid Waste Facility will be closed May 27<sup>th</sup> in observance of Memorial Day.

### **Committee Reports**

Mr. Harriman stated he attended the Planning Board meeting which was a workshop on the lot line ordinance and storm water protection.

Linda Murray stated she attended the following:

- The EDC meeting which is working on the economic revitalization zone.
- The Milfoil Committee will be eradicating milfoil with DASH 1 from June 3<sup>rd</sup> to June 18<sup>th</sup>.
- She attended the Chamber Board meeting.

Chairman Silk stated the following:

- She attended the Conservation Commission meeting and noted they are co-sponsoring a cruise on the Winni Belle on June 9<sup>th</sup> supporting water quality.
- She attended the Friends of Abenaki meeting and noted that on May 20<sup>th</sup> the public is invited to attend a forum to discuss the plans for a new lodge.
- She attended the NRRRA meeting in which they discussed the Single Stream recycling that has an issue with the paper product containing glass and working on solutions to the problem.
- May 18<sup>th</sup> is the first Hazardous Waste collection of the season from 8:00 AM to Noon.

Mr. Senecal stated he attended the Friends of Abenaki meeting and encourages the public to attend the forum discussing the lodge as all input can help.

### **Chamber of Commerce**

None.

### **Public Comment**

Josephine Amatucci addressed the Board and stated she forgot to tell them that she is receiving no support and that the reason she wants the information is because she believes James O'Brien was not working for the Town of Wolfboro when he came to get her and the Finance Director told her the information is downstairs and she wants the two girls to get it for her.

### **Questions from the Press**

None.

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

**Member Dave Senecal moved the Wolfboro Board of Selectmen to adjourn at 8:46 PM. Member Brad Harriman seconded. Being none opposed, the motion passed.**

Respectfully submitted,  
**Amelia Capone-Muccio**  
Recording Secretary