

**Wolfeboro Board of Selectmen
Meeting Minutes-Approved
May 20, 2015**

Members present: Chairman Dave Senecal, Dave Bowers, Brad Harriman, Linda Murray and Luke Freudenberg.

Staff present: Town Manager David W. Owen, Public Works Director Dave Ford, Finance Director Pete Chamberlin, Parks and Recreation Director Ethan Hipple and Recording Secretary Amelia Capone-Muccio.

Chairman Senecal opened the meeting at 6:30 PM.

Non-Public Session

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

Consideration of Minutes

➤ **5/06/15 Meeting**

Chairman Murray amended page 5, the third paragraph from the bottom, the first sentence to add; "and Steve Schmidt for his assistance with the Right to Know law change".

Member Dave Bowers moved the Wolfeboro Board of Selectmen approve the minutes of the May 6, 2015 meeting as amended. Brad Harriman seconded. Members voted and being all others in favor, the motion passed.

Public Input

Josephine Amatucci addressed the Board and read from her statement and because it was over the 3 minutes per person Chairman Senecal requested she submit the written statement for the record. (See attached).

Public Hearings

Temporary Event Permits

A. Wolfeboro Area Recreation Association to hold the Nickfest, a family fun event, on July 18, 2015 from 11:00 AM to 4:00 PM at Brewster Academy.

Chairman Senecal opened the public hearing.

Holly Williams addressed the Board to hold the 8th annual Nickfest at Brewster Academy which is a major fundraiser for the Nick.

Mrs. Murray questioned a rain date.

Ms. Williams replied rain date is 7/19.

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

It was moved by Linda Murray and seconded by Brad Harriman to issue a Temporary Event Permit to the Wolfeboro Area Recreation Association to hold the Nickfest, a family fun event, on July 18, 2015 from 11:00 AM to 4:00 PM at Brewster Academy with a rain date of 7/19/2015. Members voted and being all in favor the motion passed.

Accept Donation

B. Accept a Donation of \$350,000.00 from the Friends of Abenaki, Inc. for the Abenaki Lodge Project.

Dave Senecal opened the public hearing.

Bill Swaffield addressed the Board. He introduced members of the Friends of Abenaki, Chip Maxfield, Holly Williams and Sarah Silk. He thanked everyone for their hard work and fundraising efforts.

Ethan Hipple addressed the Board and thanked the Friends for all their hard work and updated the Board that the plans for construction are moving forward.

Sarah Silk stated that this was made possible by members of the community who donated in some manner including the pancake breakfast and the Ski-a-thon. She also thanked the Board of Selectmen for their support.

Being no others to speak for or against the request, Dave Senecal closed the public hearing.

Chairman Murray thanked the Friends for all their hard work in fundraising efforts.

It was moved by Dave Bowers and seconded by Linda Murray to approve accepting the donation of \$ 350,000 from the Friends of Abenaki, Inc. toward the cost of constructing the Abenaki Lodge. Members voted and being all in favor the motion passed.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated May 15, 2015
2. Manifest dated May 22, 2015

B. Current Use Application

- i. Cowper Road Tax Map 74, Lot 3

C. Raffle Permits

- i. Wolfeboro Parks & Recreation Dept. Albert Dow III Memorial Scholarship Fund
- ii. Wolfeboro Area Children's Center-Super Raffle
- iii. American Legion-Youth Fishing Tournament

D. Accept a Grant of Less than \$10,000-\$2,300 from NH Lakes for Lake Host Program

Mr. Owen provided information on the American Legion raffle which submitted late, but will sell the tickets before the next Board meeting. The Board agreed to include the additional raffle.

It was moved by Luke Freudenberg and seconded by Linda Murray to approve the Bulk vote items as listed approve A-D including the additional raffle. Members voted and being all in favor, the motion passed.

New Business

A. Discussion Monthly Budget Expenditures and Revenues Report

Pete Chamberlin addressed the Board to discuss the monthly budget expenditures and revenues report. He stated for the most part the budget is progressing as normal, but the executive budget for the legal line is currently halfway expended.

Mrs. Murray stated she had discussed with the Town Manager the possibility of using some of the Police Department legal funds, because it seems to be one case that is using up a majority of the legal funds.

Mr. Owen stated that the Police Department does not have any additional funds to use to cover these cost as their budget does not include any projects or areas where additional funds would be available.

Chairman Senecal noted that in all those cases the Town has prevailed or the case has been dismissed by the judge so the legal costs in fighting those matters has been justified.

B. Loan Agreement with NH Municipal Bond Bank.

Mr. Chamberlin addressed the Board and stated this is an annual occurrence prepared by Bond Counsel prior to the bond sale in June.

It was moved by Linda Murray and seconded by Brad Harriman to approve the proposed Loan Agreement with the New Hampshire Municipal Bond Bank in the amount of \$4,120,629 and to authorize the Chairman of the Board of Selectmen, David Senecal, the Town Clerk, and the Town Treasurer to sign four original Loan Agreements on behalf of the Town; and to authorize the Finance Director to forward said four counterparts to the Municipal Bond Bank. Members voted and being none opposed, the motion passed.

C. Revised Rules & Regulations for Use of the Community Center

Ethan Hipple addressed the Board to state that recently a large water bill at the Community Center prompted them to address a different way to schedule the use of the Community Center since the Parks & Recreation Department monitors and maintains the Community Center. He stated he discussed an idea to track the use of the Community Center through the Parks & Recreation Department's software vs. having the Town Manager's Secretary take reservations with the Town Manager who indicated that this would be a good idea. He noted

the key would still be picked up at the Town Manager' office or the Police Station after hours as done in the past.

Mr. Owen stated that when Mr. Hipple brought this idea up to him he agreed it would be a good idea since his Secretary would be responsible for keeping the scheduling of the Great Hall when they move back to the Town Hall.

Mr. Bowers noted that the rates should be discussed as well.

Mr. Hipple replied that those can be discussed in the future, but the goal was to keep the rates affordable for the residents.

Mr. Harriman questioned if they have any problems with groups that use it.

Mr. Hipple replied they do not.

It was moved by Linda Murray and seconded by Brad Harriman to approve the revised Rules and Regulations for the Use of the Community Center as put forth by the Parks & Recreation Department. Members voted and being none opposed, the motion passed.

D. Grant for Abenaki Lodge

Ethan Hipple addressed the Board and stated that the Town has the opportunity to receive grant funding for the Abenaki Lodge project which will be in the form of a reimbursement up to \$150,000. He stated the application process is complete and it has been selected by the State to move on to approval by the National Parks Service, but a stipulation of the grant is that project cannot be in the construction phase. However, before the grant receives final approval the Town can submit a waiver to start the construction process before then. He has provided such letter hoping to seek approval by the Board to submit the letter.

It was moved by Dave Bowers and seconded by Brad Harriman to approve and sign the waiver as presented at this meeting to start construction of the Abenaki Lodge project. Members voted and being none opposed, the motion passed.

E. Proposed Fee Increases for Use of Wolfeboro Brush Facility

Dave Ford addressed the Board to state that Brush Facility has not had any fee increases in about 15 years and although the current contractor did not propose any increases in his new contract he is now seeking an increase and proposed the following increases:

- 1 Yard=\$6.00 to 1 Yard=\$10.00
- 2 Yards=\$12.00 to 2 Yards=\$20.00
- 3 Yards=\$18.00 to 3 Yards=\$30.00
- 4 Yards=\$24.00 to 4 Yards=\$40.00
- 5 Yards=\$30 to 5 Yards=\$50.00

He stated although he is in favor of increasing the fees, he feels what has been proposed is too high.

Mrs. Murray questioned if he is satisfied with the job by the contractor.

Mr. Ford replied he feels they do a fair job.

Mr. Owen pointed out that the new contract has not been signed yet as he was awaiting the outcome of this proposal. He noted the new contract includes a 5% increase per year over three years plus these user fee increases.

Chairman Senecal agreed and increase is needed, but not as much as proposed and suggest and increase as follows:

1 Yard=\$6.00	to 1 Yard=\$8.00
2 Yards=\$12.00	to 2 Yards=\$16.00
3 Yards=\$18.00	to 3 Yards=\$24.00
4 Yards=\$24.00	to 4 Yards=\$32.00
5 Yards=\$30	to 5 Yards=\$40.00

It was moved by Dave Senecal and seconded by Linda Murray to approve the following schedule of user fees for the Wolfeboro Brush Facility:

<u>Quantity</u>	<u>Fee</u>
1 Yard	=\$8.00
2 Yards	=\$16.00
3 Yards	=\$24.00
4 Yards	=\$32.00
5 Yards	=\$40.00

Members voted and being none opposed, the motion passed.

F. Town Bridge on NH DOT Red List Pleasant Valley over Heath Brook

Dave Ford addressed the Board to explain that the Town received correspondence from NH DOT regarding the Town Bridge on Pleasant Valley Road over Heath Brook and that it is listed on the State's Municipal Bridge Red list and that he met with the engineer , Lisa Martin, on a field visit and provided photos of such. The Town will submit an application for 80% funding under the NHDOT Bridge Program, the town will manage the project. Town would need to commit \$10,000 to \$14,000 for the 20% share for Preliminary engineering and then raise and appropriate the balance of the funds for final engineering and construction.

Mrs. Murray questioned if he is asking for the funds.

Mr. Ford replied that currently he is awaiting bids for paving and once he receives confirmed prices he will request consideration for spending.

Mrs. Murray questioned if the Town can sign the form without the funding.

Mr. Ford replied yes, but the process would move quicker if they have the funding.

G. Construction Updates

Mr. Ford provided the following updates for current Construction projects:

- Lake Street had a delay in paving, but is scheduled to be finished this week.
- Railroad Ave is completing paving and scheduled to get new lights.
- Middleton Road construction is ongoing and reminded the public to expect delays.
- The Libby Museum project is experiencing delays and most likely will not open on June 1st as expected due to the ventilation problem and repairs needed.

Mr. Harriman questioned if the delivery of the moose should be delayed.

Mr. Ford suggested they delay it due to the staging that is in place.

Any Other Business

Mrs. Murray noted from the Town Treasurer's report that the Town has collected \$44,000 in impact fees for the Governor Wentworth School District.

Mr. Owen stated the Board's Recording Secretary has indicated she would like to step back from meetings due to her personal schedule and he has asked Larissa Mulkern, who was recently hired as the Economic Development Committee's Secretary if she would like to take the Board's minutes. Ms. Mulkern has agreed to start taking meeting minutes for the second meeting of the month and Amelia Capone-Muccio will continue to do the first meeting for now, if the Board is agreeable to this.

The Board agreed this proposed change for the Recording Secretary services.

Mr. Owen stated he also was recently requested by some Missionary's to set up a booth on a sidewalk downtown and he informed them that such cannot be done as it would block access for the pedestrians and he is not sure the Town would want to start a precedent of allowing booths to be set up on the sidewalk. He suggested a revision to the Town ordinances to address this issue.

The Board agreed a revision in the Town Ordinance is needed as they do not wish to grant access for booths to be set up on the sidewalks.

Mrs. Murray suggested they do this at the same time as a revision for the Jet Ski rentals as well.

Town Manager's Report

Mr. Owen reported the following:

The Josiah Brown Fund has been replenished by the Trustees with \$15,000 being made available.

- He provided a copy of the Best in NH award received for the Town Hall Renovation project and the invitation to the celebration on June 16th at 6:00 PM in Manchester.
- He provided the resolution for declaration of Moose Day.
- He provided an updated from the Assessing Department on the revaluation project.
- He provided an update on the Town Hall renovation project as follows: the structural engineer and mechanical engineer visited the site last week, the roof repairs are nearing completion, the mason work is scheduled for completion by June 6th and

sheetrock is going up in the great room. He also provided the financial report on the project. (See attached)

- He has signed the Abenaki Lodge Construction Contract, but noted work cannot commence without granting of the waiver of retroactivity.
- He stated an unusual circumstance has arisen where Bob Hanson has notified the Town he has been granted the trade names of Pathways of Wolfeboro and Trails Rails Action Committee (TRAC). He noted both of these organizations are not Town Committees per se, but are groups which have raised money to support numerous projects in Town.

Committee Reports

Mr. Harriman stated he attended a Planning Board Work Session.

Mr. Bowers stated the EDC Meeting was a non-meeting as no quorum was present and there is some concern about lack of attendance.

Mrs. Murray attended the following: two Town Hall construction meetings, Chamber Executive Board meeting and noted that, although she could not attend, the Milfoil Joint Board met and discussed Moultonborough's withdrawal and Tuftbonboro's interest in continuing.

Mr. Freudenberg attend the Conservation Commission meeting which held a site visit on the Cricket Hill parcel and determined it has no conservation value, but supports the Town purchasing this property.

Chairman Senecal stated he attended a Health Officers meeting today.

Questions from the Press

None.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to enter non-public session at 7:42 PM to discuss litigation. Brad Harriman seconded. Roll call vote: Luke Freudenberg-yes, Dave Senecal-yes, Dave Bowers-yes, Brad Harriman-yes, and Linda Murray-yes, the motion passed.

The Board re-entered public session at 8:11 PM.

Chairman Senecal stated the non-public session minutes of May 20th, 2015 were sealed by a 2/3rds vote as required by law.

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

Member Linda Murray moved the Wolfeboro Board of Selectmen to adjourn at 8:12 PM. Member Dave Bowers seconded. Being none opposed, the motion passed.

Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary