

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
May 7, 2014**

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

Members excused: Dave Senecal

Staff present: Town Manager David W. Owen and Recording Secretary Amelia Capone-Muccio.

Chairman Murray opened the meeting at 7:00 PM.

Non-Public Session

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

Consideration of Minutes

➤ **4/23/14**

Ms. Silk amended page one, first paragraph to change “for acceptance” to “minus ticket sales”. She amended page two, the last motion to reference that she did not vote. She amended page six, the last paragraph to add she questioned the brand of copier. She amended page eight, the last paragraph to note the collection locations Wolfeboro/Alton.

Chairman Murray amended page one to include the motion made by her and seconded by Sarah Silk to approve the minutes of the April 12th meeting as amended with formatting changes.

Member Dave Bowers moved the Wolfeboro Board of Selectmen approve the minutes of April 23, 2014 as amended. Brad Harriman seconded. Members voted and being all others in favor, the motion passed.

Public Input

Claude Rosseiger addressed the Board to reference his letter he sent to the Town Manager who did provide a response but he was not sure his concerns were addressed. He stated his concerns that the town is losing its appeal, particularly the downtown village. He noted he recently visited North Conway and was pleasantly surprised how nice the village is. He suggested the Board work with the Chamber of Commerce and others to address the appeal of the downtown including the utilities. He understands that would be an expense but suggested doing it in a planned way.

Mr. Bowers replied he understands the concerns but some of the concerns are difficult to do economically when the tourist season is July and August. He suggested Mr. Rossesiger present some of his ideas to the Planning Board.

Ms. Silk agreed he could present them to the Chamber of Commerce as well.

Chairman Murray agreed the Chamber and the Planning Board are great places to start with his suggestions. She noted that when the upgrades were done at the Railroad station the utilities were put underground.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated May 2, 2014
2. Manifest dated May 9, 2014

B. Property Tax Abatements/Refunds

Approvals

- | | |
|------------------------------|------------------------|
| i. 6 Knights Pond Lane | Tax Map 272 Lot 18 |
| ii. 48 Winnepesaukee Drive | Tax Map 272, Lot 23 |
| iii. 34 Winnepesaukee Drive | Tax Map 272, Lot 14 |
| iv. 4 Knights Pond Lane | Tax Map 272, Lot 17 |
| v. 39 Winnepesaukee Drive | Tax Map 272, Lot 7 |
| vi. 33 Winnepesaukee Drive | Tax Map 272, Lot 9 |
| vii. 35 Winnepesaukee Drive | Tax Map 272, Lot 8 |
| viii. 31 Winnepesaukee Drive | Tax Map 272, Lot 10 |
| | Tax Maps 41, Lot 1-1 & |
| | Tax Map 169, Lot 1 |

Denials

- | | |
|------------------------------|---------------------|
| iii. 44 Winnepesaukee Drive | Tax Map 272, Lot 21 |
| iv. 26 Winnepesaukee Drive | Tax Map 273, Lot 25 |
| v. 51 Winnepesaukee Drive | Tax Map 272, Lot 3 |
| vi. 3 Knights Pond Lane | Tax Map 272, Lot 19 |
| vii. 25 Winnepesaukee Drive | Tax Map 273, 28 |
| viii. 46 Winnepesaukee Drive | Tax Map 272, Lot 22 |
| ix. 27 Winnepesaukee Drive | Tax Map 272, Lot 27 |
| x. 38 Winnepesaukee Drive | Tax Map 272, 16 |
| xi. 43 Winnepesaukee Drive | Tax Map 272, Lot 6 |

C. Property Tax Credits/Exemptions

Denials

- | | |
|---------------------------|---------------------|
| i. 257 Gov. Wentworth Hwy | Tax Map 150, Lot 20 |
|---------------------------|---------------------|

D. Notice of Intent to Cut Wood or Timber

- | | |
|-------------|--------------------|
| i. Route 28 | Tax Map 163, Lot 5 |
|-------------|--------------------|

E. Applications for Current Use

- | | |
|---------------------------|--------------------|
| i. Center Street-Route 28 | Tax Map 71, Lot 1 |
| ii. Stoneham Road | Tax Map 155, Lot 7 |

F. Conservation Restriction Assessment Applications

- i. 399 Center Street Tax Map 163, Lot 2-1
- ii. Stoneham Road Tax Map 155, Lot 3

G. Land Use Change Tax Warrant

- i. 50 York Road Tax Map 129, Lot 2

H. Voucher to Trustees of Trust Funds

- i. \$69,321 from DPW Vehicle Equipment Capital Reserves Funds

It was moved by Sarah Silk and seconded by Brad Harriman to accept the Bulk Vote items A-H. Members voted and being none opposed, the motion passed.

New Business

A. Proclamation-Wright Museum of World War II History

Ann Blodgett, Chair of the Wright Museum Board of Directors, Mike Culver Executive Director and Bud O'Donnell addressed the Board.

Mr. Culver read the proclamation. (See attached)

It was moved by Sarah Silk and seconded by Dave Bowers to approve and sign the proclamation that the week of July 14, 2014 be designated as "Wright Museum of World War II History Week" in Wolfeboro. Members voted, being all in favor, the motion passed.

Ms. Blodgett stated one of the activities for the celebration will be a Sentimental Journey Ball on July 26, 2014 at 7:00 PM.

Mr. Culver noted several events such as Snap Shots of D Day that runs July 27 to September 7, Family Day, the Auto show in August and the ongoing lecture series. He stated all the events are listed on the Wright Museum website and Facebook page.

B. Libby Museum-Upcoming summer events

Laura Hammond, Director, addressed the Board to provide an update on the opening of the Libby Museum for the season. She stated all the cabinets have been put on casters to help protect the floor that was redone. She stated the Friends are on the lookout for a full size moose for a new exhibit. She reviewed the upcoming flyer of events for the summer season that can be viewed on the website or flyers are available at the Town Hall.

C. Revisions to the Town's Personnel Policy

Mr. Owen noted areas that need revising in the Town's Personnel Policy. He noted that it is specific to the appeal process for a suspension, demotion or discharge noting in one section it references two working days and another states 5 days as well as leave time accrual for permanent part time employees. He recommends correcting the days to 5 making it consistent.

It was moved by Sarah Silk and seconded by Dave Bowers to amend SECTION 7-SUPENSION, DEMOTION AND DISCHARGE, Subsections E. Appeals Procedure, 1. Employee and the Town Manager c.) of the Town's Personnel Policy so that it reads as follows: "The Town Manager's decision may be appealed to the Board of Selectmen, in writing, within five (5) working days of the date of the hearing." Members voted, being all in favor, the motion passed.

Mr. Owen stated with regards to leave time, specific to unbroken years of service, he would like to make the language more clear "with the Town of Wolfeboro".

It was moved by Dave Bowers and seconded by Sarah Silk that if an employee transfers or occupies other positions with the Town's work force, leave time will continue based upon unbroken year of service to the town of Wolfeboro. Members voted and being none opposed, the motion passed.

Mr. Owen stated with regards to leave time and accrual for permanent part-time employees, the policy did not address a cap on accrued leave time as done for full time employees a few years ago. He is recommending capping such similar to the full time employees.

It was moved by Sarah Silk and seconded by Dave Bowers to amend Section 5-BENEFITS, Section A. Leave Time, Paragraph No. 7 of the Town's Personnel Policy so that it reads as follows: "Leave Time may be continuously accrued, up to a cap of 200 hours for permanent part time employees, 350 hours for 35 hour/week employees 400 hours for 40 hour/week employees, or 480 for 48 hour work week employees. Employees who have accumulated more than 200, 350, 400, or 480 hours respectively prior to the adoption of this provision will not lose that leave time, but their accruals will be reduced until reaching the 200/350/400/480 hour caps. If an employee transfers or occupies other positions with the Town's work force, leave time will continue to be based upon unbroken years of service to the Town of Wolfeboro. Upon severance of employment with the employer, the employee shall be paid for unused leave time based upon the employee's current hourly wage to a maximum of 200 hours for permanent part-time employees, 350 hours for 35 hour/week employees, and 400 hours for 40 hour/week employees, and 480 hours for 48 hour/week employees. Employees hired on January 1, 2011 or later will not be eligible for leave time payout upon severance of employment." Members voted, being all in favor, the motion passed.

D. Update on Trial-Town of Wolfeboro v. Wright-Pierce

Chairman Murray provided the following update:

- She and Ms. Silk have been attending the trial every day since April 24th with Dave Owen and Brad Harriman joining them for a day.
- The Town has called the following witnesses since April 23rd, 2014; Peter Atherton, Melissa Hamkins, Neil Cheseldine, Clifford Lippett of SW Cole, Rene Pellitier of NH DES, Paul Hertzler of NH DES, Professor Benoit, Chris Cullen of Fuss and O'Neil and Bob Bowden of Fuss and O'Neil.
- The Town rested its case on May 1st late in the afternoon.

- Wright Pierce called the following witnesses; Bill Brown President and CEO of Wright Pierce, Richard Moore expert witness, John DiGenova expert witness Haley and Aldrich, and John Kastrinos expert witness Haley and Aldrich.
- On May 7th at 2:30 Wright Pierce rested its case.
- Closing arguments will take place tomorrow at 10:00 AM with Wright Pierce going first and the Town going second.
- After closing arguments the judge will instruct the jury as to the law and hand the case over to the jury for deliberation.

E. Update on Town Hall renovation project

Mr. Owen stated the contract for architectural services for the Town Hall project with NCA Architects has been finalized and the Town started meeting with them last week. The plan will be reviewed with the staff at tomorrow's Department Heads meeting. The contract with CCI is not complete and is waiting on insurance issues. The Clerk of the Works RFP has been advertised with applications due by May 15th. The moving services RFP is out and proposals are due May 22, 2015. The move date is scheduled for the week of July 7th with construction to follow on July 14th, which has not changed from last reporting.

Any Other Business

Chairman Murray welcomed Amelia Capone-Muccio as the new Welfare Director.

Ms. Silk stated the Police Department participated in the National Drug take back program in April and 258.4 lbs. of unwanted prescription medicine was collected in Madison, Moultonborough, Ossipee, Wakefield and Wolfeboro. Carroll County Coalition of Health gave special thanks to Conway and Moultonborough who collect unwanted medication 24/7. She announced that the Household Hazardous product facility will hold medicine collections in June and August in Wolfeboro and September in Alton. She also stated with regards to a question from Mr. Harriman at the last meeting about a possible amnesty day for the Solid Waste Department, she discussed such with the Solid Waste Supervisor and he advised he is looking to participate in an electronic collection in the fall but otherwise does not have funds budgeted for a collection this year.

Mr. Harriman stated he would check to see what the cost of the program is in Ossipee and forward that information.

Town Manager's Report

Mr. Owen reported the following:

- The Building Department will be holding its annual community forum on May 13th at 8:30 AM at the Wolfeboro Public Library.
- NH DRA has set the new assessed value for the Town at \$ 1,987,905,225 down from \$2,038, 346,025.
- The Town has received the first payment from the State Aid Grant for the Waste Water System in the amount of \$144,877.
- He stated they have been notified of Legislation changes to the Regional Greenhouse Gas program that not all the funds will go to energy projects, but some will be returned

to the rate payers as a rebate. He stated the Town has applied for funds that will go towards the electric rate payer's bills. He noted this will be a small reduction.

- The Parks & Recreation maintenance building has received an occupancy permit as it is substantially complete and the Public Works Department will be finishing the remaining site work.

Committee Reports

Mr. Harriman met with the Chairman of the Friends of the Libby Museum who updated him on what the Friends of the Libby Museum are working on. He also attended last night's Planning Board meeting in which two applications were reviewed.

Mr. Bowers stated he attended the Chamber's member mingle and a Library Trustees meeting that was chaired by the new Chairman, Mike Hodder. He stated Library Trustees are discussing the possibility of having a public forum to discuss the Library expansion.

Public Comment

None.

Questions from the Press

Tom Beeler of the Granite State News questioned the financials on the Parks & Recreation Maintenance building.

Mr. Owen replied the Town paid all the subcontractors that were provided with funds transferred to do so. The Town has since learned that there are some other outstanding vendors that they are holding on to until they find a way to pay them.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to enter non-public session at 8:04 PM to discuss litigation and collective bargaining. Sarah Silk seconded. Roll call vote: Sarah Silk-yes, Dave Bowers-yes, Brad Harriman-yes, and Linda Murray-yes, the motion passed.

The Board re-entered public session at 8:50 PM.

Chairman Murray stated the non-public session minutes of May 7, 2014 were sealed by a 2/3rds vote as required by law.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to adjourn at 8:51 PM. Member Brad Harriman seconded. Being none opposed, the motion passed.

Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary