

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
April 3, 2013**

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

Members absent: None.

Staff present: Town Manager David W. Owen, Finance Director Pete Chamberlin, Director of Parks & Recreation Ethan Hipple, Police Lieutenant Dean Rondeau and Recording Secretary Amelia Capone-Muccio.

Chairman Murray opened the meeting at 6:30 PM.

Non-Public Session

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

Consideration of Minutes

➤ **3/20/13**

Chairman Silk amended page two, list of assignments to change Dave Bowers to Dave Senecal for the Emergency Response Committee.

Mrs. Murray amended the following:

- Page 2, 5th paragraph to add the following: 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.
- Page 6, after the first motion to add the following: 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.
- Page 7, under Committee Reports, the last amended as follows: 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.

Mr. Bowers suggested that it be noted Ms. Amatucci “addressed” the Board vs. joined the Board.

Member Linda Murray moved the Wolfeboro Board of Selectmen to accept the minutes of March 20, 2013 as amended. Dave Senecal seconded. Members voted and being none opposed, the motion passed.

Public Input

None.

Public Hearings

Temporary Event Permits

- A. Wolfeboro Lions Club to hold the 39th Annual Great Smith River Canoe and Kayak Race on May 18, 2013 from 9:00 AM – 4:00 PM starting at Albee Beach and ending at Dockside.**

Linda Murray stepped down from discussion and vote on the matter.

Chairman Silk opened the public hearing.

Roger Murray addressed the Board and stated this is the 39th year and it will run the same as in the past.

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 to approve the issuance of a Temporary Event Permit for Wolfeboro Lions Club to hold the 39th Annual Great Smith River Canoe and Kayak Race on May 18, 2013 from 9:00 AM – 4:00 PM starting at Albee Beach and ending at Dockside. Dave Senecal seconded. Members voted and being none opposed, the motion passed (note Linda Murray did not vote).

Linda Murray re-joined discussion.

- B. Kingswood Regional High School Track Team and Granite Foundation to hold the 14th Annual Muddy Moose Trail Races on April 28, 2013 (set up April 27) from 7:00 AM-3:00 PM starting and finishing at Kingswood Regional High School.**

Chairman Silk opened the public hearing.

Fergus Cullen addressed the Board for discussion and stated this is their 14th year with no changes.

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

Mrs. Murray suggested they advised the property owners of the race date as they do cross over their properties.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit for the Kingswood Regional High School Track Team and Granite Foundation to hold the 14th Annual Muddy Moose Trail Races on April 28, 2013 (set up April 27) from 7:00 AM-3:00 PM starting and finishing at Kingswood Regional High School. Dave Senecal seconded. Members voted and being none opposed, the motion passed.

C. First Congregational Church (Arts on the Edge) to hold a concert on July 5, 2013 from 7:00 PM to 9:00 PM at Cate Park.

Chairman Silk opened the public hearing.

Debbie Hopkins addressed the Board for discussion and stated this is a free event with a concert performed by the Traveling Wolfeburys.

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

Mrs. Murray noted the insurance certificate is missing.

Franz Haase replied he would forward such.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit for the First Congregational Church (Arts on the Edge) to hold a concert on July 5, 2013 from 7:00 PM to 9:00 PM at Cate Park contingent upon receiving an insurance certificate. Brad Harriman seconded. Members voted and being none opposed, the motion passed.

D. Kingswood Regional High School to hold a Prom Promenade on May 11, 2013 from 4:30 PM to 7:00 PM at Cate Park and Wolfeboro Community Bandstand.

Chairman Silk opened the public hearing.

Elaine Anderson and Linda Nigro addressed the Board for discussion and stated this is their annual request for the Prom Promenade in Cate Park.

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

Chairman Silk noted the notes on the permit.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit for Kingswood Regional High School to hold a Prom Promenade on May 11, 2013 from 4:30 PM to 7:00 PM at Cate Park and Wolfeboro Community Bandstand. Brad Harriman seconded. Members voted and being none opposed, the motion passed.

E. North Medford Club to hold the 25th Lake Winnepesaukee Relay Race on September 7, 2013 from 9:00 AM to 3:00 PM beginning at Route 28, Alton Town line, and ending at Route 109A, Tuftonboro Town line.

Chairman Silk opened the public hearing.

No one was present to represent the request.

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

Mrs. Murray questioned if Parks & Recreation had a chance to review the permit.

Ethan Hipple replied that he has and had no concerns.

Chairman Silk noted the notes on the permit.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit for North Medford Club to hold the 25th Lake Winnepesaukee Relay Race on September 7, 2013 from 9:00 AM to 3:00 PM beginning at Route 28, Alton Town line, and ending at Route 109A, Tuftonboro Town line. Dave Bowers seconded. Members voted and being none opposed, the motion passed.

F. Wolfeboro Parks & Recreation Department to hold the 4th of July Fireworks on July 4, 2013 from 9:30 to 10:00 PM at Brewster Academy Athletic Fields.

Chairman Silk opened the public hearing.

Ethan Hipple addressed the Board for discussion and stated this is the annual Firework display event and noted one change would be they would need to block the turf field at Brewster from spectators. Atlas Fireworks will be providing the display again this year.

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

Chairman Silk noted the notes on the permit.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the issuance of a Temporary Event Permit for the Wolfeboro Parks & Recreation Department to hold the 4th of July Fireworks on July 4, 2013 from 9:30 to 10:00 PM at Brewster Academy Athletic Fields. Dave Senecal seconded. Members voted and being none opposed, the motion passed.

Acceptance of Grants over \$5,000

A. NH Highway Safety Project #308-13B-045 entitled Wolfeboro DWI/DUI Patrols in the amount of \$5,460.

Chairman Silk opened the public hearing.

Dean Rondeau addressed the Board and stated that after further review of the paperwork he found an error on the State's part that the amounts for the grants had been configured incorrectly. He noted the seatbelt enforcement and bicycle helmet grants will still remain below \$5,000 but others will be in excess.

Mr. Owen suggested approving the ones below \$5,000 and they will need to re-post and address the others at a subsequent meeting.

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

Member Dave Senecal moved the Wolfeboro Board of Selectmen to accept the grant from NH Highway Safety Agency in an amount not to exceed \$5,600 for Project #308-

13B-045 entitled Wolfeboro DWI/DUI Patrols. Linda Murray seconded. Members voted and being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated March 29, 2013
2. Manifest dated April 5, 2013

B. Property Tax Abatements/Refunds

Approvals

- i. 10 Harvey Brook Road Tax Map 177, Lot 10-135
- ii. 21 Birch Hill Estates Road Tax Map 177, Lot 10-56
- iii. 36 Blueberry Hill Tax Map 54, Lot 4

C. Notices of Intent to Cut Wood or Timber

- i. Middleton Road Tax Map 268, Lot 22
- ii. Trotting Track Road Tax Map 146, Lot 8 & 15

D. Acceptance of Grants Less than \$5,000

- i. NH Highway Safety Project #315-13B-131 entitled Wolfeboro Enforcement Patrols in the amount of \$4,095
- ii. NH Highway Safety Project #314-13B-005 entitled Wolfeboro Pedestrian Patrols in the amount of \$4,095
- iii. NH Highway Safety Project #315-13B-144 entitled Wolfeboro Radar in the amount of \$2,026.

E. Raffle Permit Lions Club

It was moved by Dave Senecal for the Wolfeboro Board of Selectmen to remove Bulk Vote item D i & ii from the list. Linda Murray seconded. Members voted and being none opposed, the motion passed.

It was moved by Brad Harriman for the Wolfeboro Board of Selectmen to approve the Bulk Vote items (A, B C, D & E) as amended. Dave Senecal seconded. Members voted and being none opposed, the motion passed.

Appointments

A. Zoning Board of Adjustment

Alan Harding, Hank Why and Dave Senecal

Linda Murray stepped down from discussion and vote.

Alan Harding addressed the Board and noted he has already served 6 years on the Board and looks forward to continuing to work on that Board.

Chairman Silk noted there is training available for new members.

Mr. Harding replied they have taken advantage of such in the past.

Hank Why addressed the Board and stated he is a new member, but familiar with the duties.

Mr. Senecal stated he would also like to continue a new term.

It was moved by Dave Bowers and seconded by Brad Harriman to appoint Alan Harding as a full member, Hank Why and Dave Senecal as alternates with 3-year terms on the Zoning Board of Adjustment (exp. 2016). Members voted, Linda Murray (did not vote) Dave Senecal –abstained all others in favor, the motion passed.

Linda Murray rejoined discussion.

**B. Conservation Commission
Gail Antonucci & Ed Roundy**

Chairman Silk noted they both have been great contributors to the Commission.

It was moved by Linda Murray and seconded by Dave Bowers to appoint Gail Antonucci and Ed Roundy to 3-year terms on the Conservation Commission (exp. 2016). Members voted and being none opposed, the motion passed.

**C. Agricultural Commission
Gail Antonucci, Charles Horskin & Allan Frederickson**

It was moved by Linda Murray and seconded by Brad Harriman to appoint Gail Antonucci, Charles Horskin, and Allan Frederickson to 3-year terms on the Agricultural Commission (exp. 2016). Members voted and being none opposed, the motion passed.

**D. Carroll County Transportation Advisory Council
Dave Senecal**

It was moved by Sarah Silk and seconded by Brad Harriman to appoint Dave Senecal to a 1-year term on the Carroll County Transportation Advisory Council (exp. 2014). Members voted, Dave Senecal-abstained and being none opposed, the motion passed.

**E. Economic Development Committee
Alan Harding, Cindy Patten and Mary DeVries**

Cindy Patten addressed the Board and stated that she has a background in Economic Development and is the owner of Black's paper store and feels she could provide a unique perspective to the Committee.

It was moved by Dave Bowers and seconded by Dave Senecal to appoint Alan Harding, Cindy Patten and Mary DeVries to 3-year terms on the Economic Development Committee (exp. 2016). Members voted and being none opposed, the motion passed.

**F. Milfoil Committee
Tom Wachsmuth**

It was moved by Linda Murray and seconded by Brad Harriman to appoint Tom Wachsmuth to a 3-year term on the Milfoil Committee (exp. 2016). Members voted and being none opposed, the motion passed.

**G. Energy Conservation Committee
Susan Fuller**

Mr. Owen noted this Committee has 3 vacancies.

It was moved by Linda Murray and seconded by Dave Bowers to appoint Susan Fuller to a 3-year term on the Energy Conservation Committee (exp. 2016). Members voted and being none opposed, the motion passed.

**H. Pathways Committee
James Nupp, Barbara Laverick & Art Slocum**

Art Slocum addressed the Board and stated he has been attending the meeting over the last 4 years.

It was moved by Dave Bowers and seconded by Dave Senecal to appoint James Nupp, Barbara Laverick and Art Slocum to 3-year terms on the Pathways Committee (exp. 2016). Members voted and being none opposed, the motion passed.

**I. Information System Advisory Committee
John Burt**

Mr. Owen noted this Committee has one vacancy and noted he will be advertising for all the vacancies.

It was moved by Linda Murray and seconded by Dave Senecal to appoint John Burt to a 3-year terms on the Information System Advisory Committee (exp. 2016). Members voted and being none opposed, the motion passed.

New Business

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

Debbie Hopkins joined the Board and stated this is their 4th year doing the exhibit but will make a change on who is providing the sculptures this year. Professor Phil Lonergan at Plymouth State University will provide sculptures from his student's course.

It was moved by Linda Murray for the Wolfeboro Board of Selectmen to approve the request for Arts on the Edge Wolfeboro to place up to 6 sculptures in Town and Cate Park from June 28-September 1, 2013, subject to the following conditions:

- i. All sculptures shall be situated and installed to avoid damaging or removing existing vegetation.**

- ii. Arts on the Edge shall replace or repair any sod removed or damaged as a result of the installation.
- iii. There shall be no obscene sculptures.
- iv. Sculptures shall not depict any religious iconography or images.
- v. Sculptures shall not impede any existing walkaways or paths.
- vi. Sculptures shall not limit access to parks for visitors with disabilities.
- vii. The Parks and Recreation Director reserves the right to alter the layout and placement of sculptures.
- viii. The Town Manager reserves the right to order the removal of sculptures.

Dave Bowers seconded. Being none opposed, the motion passed.

B. Commercial Vessel Landing Permits

➤ Millie B

Margaret Wood, Operations Manager for the Millie B, addressed the Board and stated they are requesting the same permit as in years past.

Mrs. Murray noted the insurance will expire on July 13th.

Ms. Wood replied they would forward the new certificate once received.

Chairman Silk noted that both permits were missing information and such should be checked in the future.

It was moved by Dave Senecal and seconded by Dave Bowers to approve the issuance of a Commercial Vessel Landing Permit to the New Hampshire Boat Museum for the Millie B. to use the Town Docks in 2013.

➤ Winnepesaukee Belle

Lucy Van Cleve, Director of Sales for the Wolfeboro Inn, addressed the Board and stated they are requesting the same permit as in years past.

Mrs. Murray noted the insurance will expire in July.

Ms. Van Cleve replied they would forward the new certificate once received.

It was moved by Dave Senecal and seconded by Dave Bowers to approve the issuance of a Commercial Vessel Landing Permit to the Wolfeboro Inn for the Winnepesaukee Belle to use the Town Docks in 2013.

C. Monthly Budget Expenditure and Revenues Report

Pete Chamberlin, Finance Director, joined the Board for discussion and stated that the enterprise funds are ahead of schedule due to the debt service payments for the year. The Collective Bargaining contracts are now included and noted that the auditors have completed their field work and will have a draft report in 3-4 weeks. He noted no concerns at this point except for the Highway Department overtime and he has discussed that with the Director of Public Works and he plans to offset that overage.

Mr. Owen noted that Mr. Chamberlin and Dave Ford will attend a FEMA workshop on the snowstorm in February that was declared an emergency and they are estimated to get \$20,000 from that storm.

D. Collective Bargaining Agreements AFSCME & NEPBA

Mr. Owen stated that the contracts have been ratified, the voters have funded them and they are ready for approval in the final form.

It was moved by Dave Senecal and seconded by Dave Bowers to approve and sign the new 2013-2014 collective bargaining agreement between the Town of Wolfeboro and Local 534 of the American Federation of State, County, and Municipal Employees. Members voted and being none opposed, the motion passed.

It was moved by Dave Bowers and seconded by Dave Senecal to approve and sign the new collective bargaining agreement between the Town of Wolfeboro and Local 39 of the New England Police Benevolent Association which expires December 31, 2014. Members voted and being none opposed, the motion passed

E. License Agreement for Farmer's Market in Clark Park

Barbara Laverick addressed the Board and stated that this is the annual renewal for their license to hold the Farmer's Market in Clark Park. She noted their insurance expires in June and will forward the new one once it is received.

Mr. Owen questioned the reimbursement for the portable toilets as the Farmer's Market uses the park one day a week and the toilets are available to be used the rest of the week.

The Board agreed that it seems fair to have them split the cost of the portable toilets with the town.

It was moved by Linda Murray and seconded by Dave Senecal to approve and sign the License Agreement with the Wolfeboro Area Farmers Market to operate a weekly seasonal farmers market at Clark Park in 2013, such approval to be contingent upon receiving the required insurance certificate and going forward the town will split the cost of the portable toilets with the Farmer's Market. Members voted and being none opposed, the motion passed.

F. Parks & Recreation Facility Use Permit

Ethan Hipple addressed the Board and explained as previously discussed at a previous meeting he has revised the permit, noting that he created the document to formalize activities that have been going on for years.

Mrs. Murray stated she has concerns that the permit should be included in the Board's approval process just as the Commercial Vessel Landing Permits and Farmer's Market is. She

noted several discrepancies in those requests that were picked up by the Board as another way to proof the requests.

Mr. Owen replied the intent of the permit is to get some revenue from events that have been occurring for years and all the Department is looking to do is to adopt a policy to formalize these events. He feels that by adding such to the Board's approval is a lack in support to the professional staff.

Mr. Senecal agreed with Mr. Owen and the intent is to have paperwork on file. He noted they could receive copies of the approvals in their packets.

Mrs. Murray disagreed and feels it is the same as approving a Commercial Landing permit as they are collecting a fee. She stated the form should note it is annual fee.

It was moved by Linda Murray to accept the revised version of the Parks and Recreation Department's guidelines for Facility Recurring Use permit and to include in the Bulk Vote of the Board of Selectmen's Agenda. Being no second the motion failed.

It was moved by Dave Senecal to approve the Park & Recreation Department's guidelines for Facility Recurring Use Permits as amended and to authorize the Town Manager and Parks and Recreation Director to approve such permits, and to forward copies to the Board once approved. Dave Bowers seconded. Members voted, Linda Murray-opposed, the motion passed.

G. Arbor Day Proclamation 2013

Ethan Hipple addressed the Board and stated that May 3, 2013 is when they will celebrate Arbor Day in Wolfeboro on the Bridge Falls path at 10:00 AM. The 5th grade class will help plant several bulbs donated by Spider Web Gardens and 4 Birch trees will be planted, 2 donated by Bartlett Tree. He read the attached proclamation.

It was moved by Dave Bowers and seconded by Brad Harriman to approve and sign the Arbor Day Proclamation 2013. Members voted and being note opposed, the motion passed.

Old Business

➤ HHHW

Chairman Silk noted the Intermunicipal Agreement for a Household Hazardous Product Facility has been provided and noted a change to section I, regarding small quantity generators.

It was moved by Sarah Silk and seconded by Linda Murray to approve and sign the Intermunicipal Agreement for a Household Hazardous Project Facility as submitted. Members voted and being none opposed, the motion passed.

➤ Carroll County Transit Town Funding

Mrs. Murray questioned the status of the program funds for the Blue Loon bus service.

Mr. Senecal clarified that the program is subsidized by the State of NH DOT and they are no longer funding the West Ossipee fixed route service to Wolfeboro and West Ossipee to Conway fixed route service. They are still funding West Ossipee to Laconia. He stated this is separate from the Dial-a-ride service which is still running and is what the Town provides funding for.

It was moved by Linda Murray and seconded by Dave Bowers to release the funds, \$3,000, for the Carroll County Transit Fund for the Dial-a-ride service. Dave Senecal abstained all others in favor, the motion passed.

Any Other Business

Chairman Silk noted national Library Week is April 15th to April 20th and many events are planned at the Wolfeboro Public Library to celebrate the event and such list is available at the library or town website.

Town Manager's Report

Mr. Owen reported the following:

- The settlement negotiations with Primex for the DPW facility have slowed down and Primex will be having the property reviewed by a structural engineer this week.
- The House of Representatives have increased the funding for the Waste Water Treatment projects to \$5 million, which is fully funding the program again and such has been forwarded to the Senate for review.
- He attended a forum at the Mountain View Nursing Home on wood pellet heating systems and they seem to be much more efficient than oil systems. It could be something the town could look at for its facilities in the future.
- He has been updating the Town's Procurement Policy and notice the website was lacking a user-friendly way to find bid notices and RFP's on the website and it has been addressed to include a button on the home page for easy access.
- The deed for the town's acquisition of Beck Drive was recorded at the Carroll County Registry of Deeds on Monday.
- The Ambulance service contract expires at the end of the year and he has been in discussion with the Fire Chief and current provider.
- He noted that Tuftonboro met to discuss the Lang Pond Road issue and would be amenable to meeting with Wolfeboro to discuss such matter further.
- Dave Ford will be discussing the Capital Project status list at their next meeting.

Chairman Silk suggested he seek dates to meet with the Town of Tuftonboro's Selectmen.

Mrs. Murray requested all capital projects status be on next the Agenda.

Committee Reports

Brad Harriman stated he attended the WCTV meeting and they discussed the purchasing of a sling box to broadcast live from the Arts Center.

Dave Bowers stated he attended the EDC meeting which is transitioning with new members.

Linda Murray stated she also attended the EDC meeting, the Friends of Abenaki meeting and the Chamber Social. She stated she did have a discussion with a Realtor at the Chamber Social with regards to the traffic problem downtown.

Dave Senecal stated he attended the Budget Committee reorganization meeting.

Chairman Silk stated the following:

- She attended the Friends of Abenaki meeting.
- She attended the HHW Site Coordinators meeting in Concord.
- April 27th is roadside clean-up day and bags can be picked up at the Public Works Garage and noted it is also Drug Take Back Day at the Public Safety Building.
- She met with Lieutenant Rondeau to discuss the upcoming Medicine Collections for Hazardous Waste season.
- She noted that she found a TV dumped beside the road and found out it happened to be the third one reported to the Solid Waste Facility. She reminded the public they need to bring these TV's to the Solid Waste Facility and noted they should not be left at the Huggins Street Fair barn either.

Chamber of Commerce

None.

Public Comment

None.

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 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 8:17 PM.

Chairman Silk stated the non-public session minutes of April 3, 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 8:18 PM.
Member Dave Bowers seconded. Being none opposed, the motion passed.**

Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary