

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
March 19, 2014**

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

Members excused: Brad Harriman

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

Chairman Silk opened the meeting at 6:30 PM. She noted Brad Harriman is excused from the meeting as he is attending the Ossipee Town Meeting this evening.

Non-Public Session

Mr. Owen stated a non-public session is not needed.

Consideration of Minutes

➤ **3/05/14**

Mrs. Murray amended page two, the third paragraph from the bottom, to add "Abenaki Water Ski Club/" before Back Bay in the sentence.

Member Dave Bowers moved the Wolfeboro Board of Selectmen to approve the minutes of March 5, 2014 as amended. Dave Senecal seconded. Members voted, and being all in favor, the motion passed.

Public Input

None.

Public Hearings

➤ ***Temporary Event Permits***

- A. *New England Chapter of Antique & Classic Boat Society to hold a Boat and Car Show on September 27, 2014 from 6:00 AM – 4:00 PM (set up September 26, 2014) at the Town Docks, Cate Park, and Parking Lot.***

Chairman Silk opened the public hearing.

Dennis Schauer, President of the Chapter, addressed the Board and stated this is an annual event. He explained they set up for the event Friday night by posting the parking lot

and docks. They do not post the Fire Boat and ADA dock space and they will leave access to the ADA parking spot near the Community Bandstand.

Being no others to speak for or against the request, Chairman Silk closed the public hearing. She noted the notes on the permit and questioned the insurance certificate.

Mr. Schauer had a copy of his insurance certificate he submitted with the application and stated he would provide the Town office with a copy as he thought he submitted it.

It was moved by Linda Murray and seconded by Dave Senecal to approve the issuance of a Temporary Event Permit to New England Chapter of Antique & Classic Boat Society to hold a Boat and Car Show on September 27, 2014 from 6:00 AM – 4:00 PM (set up September 26, 2014) at the Town Docks, Cate Park, and Parking Lot contingent upon receiving the insurance certificate and not blocking access to the ADA accessible parking spaces. Members voted and being none opposed, the motion passed.

B. Carpenter School to hold the Stacey Burns Memorial Scholarship 5k run/walk on May 17, 2014 from 8:30 AM-Noon beginning and ending at Carpenter School.

Chairman Silk opened the public hearing.

Peggy Hart addressed the Board.

Mrs. Hart stated this is their second annual event fundraiser for the Stacey Burns Scholarship.

Being no one to speak for or against the request, Chairman Silk closed the public hearing.

Mrs. Murray noted the event falls on the same date as a Cystic Fibrosis run/walk that runs from 8:00 AM to Noon in the area of the Bridge Falls Path and registration for the Great Smith River Canoe Race opens at 11:30 AM.

Mrs. Hart replied she was unaware of the other walk/run event but stated she wished to move forward with the request regardless.

It was moved by Linda Murray and seconded by Dave Bowers to approve the issuance of a Temporary Event Permit to Carpenter School to hold the Stacey Burns Memorial Scholarship 5k run/walk on May 17, 2014 from 8:30 AM-Noon beginning and ending at Carpenter. Members voted and being none opposed, the motion passed.

C. Wolfeboro Parks & Recreation Department and Pathways Committee to hold the Annual Bike & Walk to School & Work Day on May 16, 2014 from 7:00 AM-10:00 AM at Cate Park and in front of Huggins Hospital.

Chairman Silk opened the public hearing.

Ethan Hipple addressed the Board and stated that this is an annual event and over 600 people participated in the event last year. He stated the Wolfeboro Police Department assists in the event and there will be two locations that will have breakfast items and coffee for free, Cate Park and in front of Huggins Hospital.

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

It was moved by Dave Senecal and seconded by Dave Bowers to approve the issuance of a Temporary Event Permit to Wolfeboro Parks & Recreation Department and Pathways Committee to hold the Annual Bike & Walk to School & Work Day on May 16, 2014 from 7:00 AM-10:00 AM at Cate Park and in front of Huggins Hospital. Members voted and being none opposed, the motion passed.

D. Wolfeboro Parks & Recreation Department to hold Movies in the Park from June 20-August 29, 2014 (Fridays only) from sunset to 11:00 PM at Foss Field Soccer Field.

Chairman Silk opened the public hearing.

Ethan Hipple addressed the Board and stated that this is an annual event that was started a few years ago in which they show family movies at Foss Field at dusk for free and sell popcorn and other concessions.

Being no others to speak for or against the request, Chairman Silk closed the public hearing. She noted the first July movie would be held on Saturday due to the 4th of July activities.

Mrs. Murray noted that one Friday is the same evening as the Huggins Hospital Street Fair.

Mr. Hipple replied they showed a movie during the Street Fair last year and did not have any problems.

It was moved by Dave Bowers and seconded by Dave Senecal to approve the issuance of a Temporary Event Permit to Wolfeboro Parks & Recreation Department to hold Movies in the Park from June 20-August 29, 2014 (Fridays only) from sunset to 11:00 PM at Foss Field Soccer Field. Members voted and being none opposed, the motion passed.

E. Wolfeboro Parks & Recreation Department to hold the 4th of July Fireworks on July 4, 2014 beginning at 9:30 PM on the grounds of Brewster Academy (rain date July 5th).

Chairman Silk opened the public hearing.

Ethan Hipple addressed the Board and stated this is the annual Fireworks celebration request and Brewster Academy continues to be a good neighbor allowing the event to be held on its property. He noted Atlas Fireworks was awarded the 3-year contract to provide the annual Fireworks Display.

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

It was moved by Linda Murray and seconded by Dave Bowers to approve the issuance of a Temporary Event Permit to Wolfeboro Parks & Recreation Department to hold the 4th of July Fireworks on July 4, 2014 beginning at 9:30 PM on the grounds of Brewster Academy (rain date July 5th). Members voted and being none opposed, the motion passed.

F. Wolfeboro Parks & Recreation Department to hold the Granite Kid Triathlon on July 19, 2014 from 8:00 AM-12:00 Noon beginning at Brewster Beach.

Chairman Silk opened the public hearing.

Ethan Hipple addressed the Board and stated this is the annual event but noted a change in the course for safety measures. He noted the course will be shorter but having a lane dedicated to the bikers will be much safer.

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

It was moved by Dave Bowers and seconded by Dave Senecal to approve the issuance of a Temporary Event Permit to Wolfeboro Parks & Recreation Department to hold the Granite Kid Triathlon on July 19, 2014 from 8:00 AM-12:00 Noon beginning at Brewster Beach. Members voted and being none opposed, the motion passed.

G. Wolfeboro Parks & Recreation Department to hold the Granite Man Triathlon on August 16, 2014 from 8:00 AM-2:00 PM beginning at Carry Beach.

Chairman Silk opened the public hearing.

Ethan Hipple addressed the Board and stated this is the annual event with no changes and the funds are raised for the Albert Dow III Scholarship Fund.

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

It was moved by Linda Murray and seconded by Dave Senecal to approve the issuance of a Temporary Event Permit to Wolfeboro Parks & Recreation Department to hold the Granite Man Triathlon on August 16, 2014 from 8:00 AM-2:00 PM beginning at Carry Beach. Members voted and being none opposed, the motion passed.

H. Wolfeboro Parks & Recreation Department to hold the 23rd Annual Turkey Trot 5k Run & Walk on November 22, 2014 from 10:00 AM – 2:00 PM beginning at Depot Square.

Chairman Silk opened the public hearing.

Ethan Hipple addressed the Board and stated this is the annual event with no changes and the funds are raised for the Lions Club Gift of Sight and Hearing Fund.

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

It was moved by Linda Murray and seconded by Dave Senecal to approve the issuance of a Temporary Event Permit to Wolfeboro Parks & Recreation Department to hold the 23rd Annual Turkey Trot 5k Run & Walk on November 22, 2014 from 10:00 AM – 2:00 PM beginning at Depot Square. Members voted and being none opposed, the motion passed.

G. Wolfeboro Area Children's Center Fairyland Festival-Revised

Mrs. Murray noted that at a previous meeting the Wolfeboro Area Children's Center requested to hold their annual Fairyland Festival, but noted it would be held during the rain date of Independence Day Parade and the Children's Center Board discussed that issue and decided to reschedule the event for July 6th with a rain date of the 12th. She noted she would step down from the vote.

It was moved by Dave Bowers and seconded by Dave Senecal to approve the issuance of a revised Temporary Event Permit to Wolfeboro Area Children's Center to hold a Fairyland Festival on July 6, 2014 (rain date July 12, 2014) from 9:00 AM to 3:00 PM at Cate Park. Members voted (Linda Murray-abstained) and being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated March 14, 2014
2. Manifest dated March 21, 2014

B. Vouchers to the Trustees of Trust Funds

- i. \$3, 688.98 Transfer from the Public Safety Building Capital Reserve Fund
- ii. \$42,790.05 Transfer from the DPW Vehicles & Equipment Capital Reserve Fund
- iii. \$4,200 Transfer from the Abenaki Ski Area Capital Reserve Fund

It was moved by Linda Murray for the Wolfeboro Board of Selectmen to approve the Bulk Vote as listed. Dave Senecal seconded. Members voted, all in favor, the motion passed.

Appointments

Mr. Owen stated it is the time of year for the annual appointments to various Boards and Committees for terms expiring. He noted there are several openings as follows:

- Zoning Board of Adjustment
- Conservation Commission
- Agricultural Commission
- Economic Development Committee
- Milfoil Committee
- Wolfeboro Energy Committee
- Pathways Committee

Chairman Silk noted that requests for the Boards and Committees are due by April 4th at 2:00 PM and questioned if such would be included on the next Board of Selectmen meeting agenda. She noted that due to court dates in April and Mr. Owen being out on the week of April 2nd she questioned if they should reschedule their Board meetings in April.

The Board agreed to schedule the Board of Selectmen's meetings to April 9th at 6:30 PM and April 23rd at 7:30 PM, with locations to be announced. The Board determined any appointments to Committees or Boards would be done at the April 9th meeting.

Mr. Owen stated the Board has been provided with a resignation of Kathy Barnard from the Zoning Board of Adjustment as two Planning Board members cannot sit on the Board.

Mrs. Silk noted that Dave Wheeler will not be requesting reappointment to the Conservation Commission and she suggested Mr. Owen write Thank You letters to Kathy Barnard and Dave Wheeler for their service.

New Business

A. Commercial Vessel Landing Permit for the Winnepesaukee Belle

Lucy Van Cleve, Director of Sales for the Wolfeboro Inn, addressed the Board and stated she would like to request the annual Commercial Vessel landing permit.

Mrs. Murray questioned if the measurements of the sign meet the ordinance requirements and noted the new location for the brochures this year (under the sign).

Ms. Van Cleve replied she would check the measurements and relocate the brochures.

It was moved by Dave Senecal and seconded by Linda Murray to approve and sign the Commercial Vessel Landing Permit for the Winnepesaukee Belle (DBA HCC Wolfeboro LLC) for the 2014 season. Members voted, all in favor, the motion passed.

B. Monthly Budget Expenditures and Revenue Report

Pete Chamberlin addressed the Board to review his monthly budget expenditures and revenue report. He noted the Town is not very far into the Budget Season and most budgets are on target with some that need to be watched such as Welfare and the Public Works Snow Budget. He noted the Enterprise Funds show higher expenditures to date due to the bond payments for the first of the year.

Mrs. Murray questioned with regards to the Welfare Budget and the food vouchers; she asked if people are referred to the Food Pantry.

Mr. Owen replied the vouchers are limited to \$50 and are only available to eligible applicants, he would check on the Food Pantry referral.

C. Lay-out of Stonehenge Road

Charlie Gaudet resident of Stonehenge Road and representing all the residents of the road stated they wish to petition the Town of Wolfeboro to take over their private road.

Mr. Owen stated this request has been reviewed by the Planning and Development Department as well as the Public Works Department and he provided their concerns. He noted the Planning and Development Department is not in possession of the original plan for the road and the Public Works Director cannot provide an evaluation of the condition of the road until the snow and ice melts. He suggested revisiting the request later in the spring.

Mr. Gaudet provided a copy of the original plan of the road that he received from White Mountain Survey.

Mr. Ford addressed the Board and explained it is about 1,200 feet of roadway with 6 homes and 5 undeveloped lots. He stated the pavement has failed, and the road does appear to be in bad shape but is not heaving at this time. He stated he cannot provide a full assessment of the road until the snow melts. He noted the road would need to be brought up to Town standards before the Town can accept it including repaving the road which is an estimated cost of \$60,000 to \$100,000. He noted this process would be similar to the request made by the residents of Winnepesaukee Drive where they were seeking to make repairs with betterment assessments.

Chairman Silk questioned if there would be a charge for the exploration of the road.

Mr. Ford replied he doesn't anticipate any at this time as this road is in much better shape than Winnepesaukee Drive.

The Board concurred this item would be re-discussed in May.

D. Posting of Weight Limits on Town Roads

Chairman Silk read the posting of Town roads effective Monday, March 24, 2014. (See attached notice) She questioned why some roads are not included.

Mr. Ford replied some areas are open to allow for turn-around or ability for large delivery staging areas. He stated they always try to work with the public and to contact the Public Works Department as they can make arrangements for deliveries. He reminded the public that he anticipates a bad season for the gravel roads and to use caution when traveling on them.

Mrs. Murray noted sections of Pleasant Valley Road are cracking in the newly paved area.

Mr. Ford replied he would check it out.

E. Parks & Recreation Department Summer Program Rates

Ethan Hipple addressed the Board to discuss the proposed rate change for 2014. He provided a revenue vs. expenditure report and noted at this time the only recommended change he proposes is to encourage the registrations to take place with the online registration program. He stated currently the online registrations receive a fee for the convenience which is for the program provider. He recommends also charging the same fee to the "in person" payments

(cash/check) to cover the administrative costs and encouraging the use of the online registration.

Mrs. Murray expressed her concerns with this idea and is not in support of charging the families who choose the "in person" method over the online registration. She feels there is a group of families who struggle to cover the cost of the program and feels charging them more to for a service they choose not use is unfair. She stated some people do not have bank accounts or use credit cards and they should not be charged more for that.

Mr. Senecal stated he agrees with Mrs. Murray and understands the administrative process for "in person" registrations may take longer but staff for that is built into the budget.

Mr. Bowers also agreed with Mrs. Murray and Mr. Senecal.

Chairman Silk stated she understands the reason for the request and the history of the use is evenly split.

It was moved by Linda Murray and seconded by Dave Bowers to approve the 2014 Summer Program Rate Proposal by the Director of Parks and Recreation without including the cost of the online payment fee (for those not using the online service). Members voted and being none opposed, the motion passed.

F. Encumbrance of Prior Year's Funds for the Parks and Recreation Maintenance Building Project.

Chairman Silk questioned if there is radiant heat in the building.

Mr. Hipple replied no, they did not plan for that.

Mr. Owen stated as the Board was previously notified, the contractor for the Parks & Recreation Maintenance Building was terminated due to nonperformance and has left a balance owed to subcontractors. He discussed the issue with the Town Attorney and he advises the Town could pay the subcontractors and file a claim against the contractor that was awarded the project.

Mr. Hipple provided information about an additional contractor for the insulation who has notified the Town that they have not been paid.

The Board agreed these contractors should be paid and to file a claim against the contractor who was awarded the project.

It was moved by Dave Senecal and seconded by Dave Bowers to approve encumbering \$16,550 of the 2013 general fund balance to pay the subcontractors for the Parks and Recreation Maintenance building project. Members voted and being none opposed, the motion passed.

G. Town Election Results

Mr. Owen stated he provided a copy of the Election results for the Board's information and stated that the Town is very happy everything passed. He noted a recount for Article 7 will take place on Saturday as a petition was received for a recount.

Chairman Silk agreed they are truly very grateful and fortunate that the voters supported the Town.

Mrs. Murray provided some statistics of voting results as follows:

- Article 10: Town Road Upgrades passed with 89.7% of the vote (the most) followed by Article 14: Replace Digger/Derrick Truck with 87.1% and Article 6: Middleton Road construction 85.9%.
- She also provided a history of the number of Warrants Article as follows: 2005-16, 2009-38, 2010-36, 2013-23 and 2014-18.
- She noted that there were less votes on the Zoning Articles vs. the Board's Warrant Articles
- She noted that when there is something else on the ballot such as the vacant seat of Ray Burton, more voters turn out.

Any Other Business

Mrs. Murray stated she would like to propose that two members of the Board be appointed to assist the Town staff on how to proceed with the Town Hall Renovations.

It was moved by Linda Murray and seconded by Dave Bowers to appoint herself and Dave Senecal to assist the Town staff with how to proceed with the Town Hall Renovation project. Members voted and being none opposed, the motion passed.

Chairman Silk noted it is important to keep track of the little things like WCTV live recording in the Great Room. She announced the Board will have a brief work session meeting at 6:00 PM, Thursday, March 20th, 2014 at the Wolfeboro Town Hall before entering into a non-meeting with their Attorney.

Town Manager's Report

Mr. Owen reported the following:

- He announced the Town Welfare Director was let go this week and the position has been posted and the deadline for applicants is April 7th. He noted that Jeff from the Finance Office is covering the office temporarily.
- He noted there have been proposed changes to the Right to Know Law which the NH Municipal Association is opposing due to it being a more stringent policy. He noted that it is even more stringent than Massachusetts. Discussion entailed on why these changes have been proposed, but the answer to that is unknown.
- The Carroll County Registry of Deeds previously notified the Town about not selling copies of the deeds, but has since changed its direction on the matter and it is going to allow the deeds to be copied and sold as they have.
- He will be out of the office 4/2 to 4/7.

- He has signed the PAR's for wage and salary increases except his own, which is signed by the Chairman of the Board of Selectmen.

Committee Reports

Dave Bowers stated he attended the EDC meeting which is discussing advertising primarily in the Mills Falls brochure. He also stated he visited the Town of Middleton, which was also looking to raise funds to refurbish their Town Hall, with Sheryl Ross of the Wolfeboro Historical Society and he felt it was a nice interface between Wolfeboro and Middleton. He noted Middleton will be joining the Governor Wentworth Regional School District and has a lot of interest in learning about Wolfeboro. He suggested they check out the Granite State News for information about Wolfeboro.

Mrs. Murray attended the EDC meeting as an alternate and noted they will have a two page ad in the Mills Falls brochure which paid for by the Town of Wolfeboro and the Wolfeboro Area Chamber of Commerce. She also attended the Chamber Board meeting.

Chairman Silk attended a Household Hazardous Waste meeting discussing the upcoming season to start the third Saturday in May and continuing through October. They will again hold three medicine collections, two in Wolfeboro and one in Alton. She noted they are discussing some other issues at the site, such as a roof for the weather and putting out bids for the waste container repainting.

Chamber of Commerce

None.

Public Comment

None.

Questions from the Press

Tom Beeler of the Granite State News noted the comment regarding Middleton getting information from the Grunter is a good point as they have always been deemed a part of the Rochester area but since they will be joining the Governor Wentworth School district they would benefit better from it.

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

Member Dave Senecal moved the Wolfeboro Board of Selectmen to adjourn at 8:05 PM. Member Linda Murray seconded. Being none opposed, the motion passed.

Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary