

**Wolfeboro Board of Selectmen  
Meeting minutes  
Approved  
October 19, 2011**

**Members present:** Chairman Sarah Silk, Vice-Chairman Linda Murray, Dave Senecal, Q. David Bowers and Chuck Storm.

**Members absent:** None.

**Staff present:** Town Manager David W. Owen, Finance Director Pete Chamberlin, Director of Planning and Development Rob Houseman, Public Works Director Dave Ford, Deputy Fire Chief Tom Zotti and Recording Secretary Amelia Capone-Muccio.

Chairman Silk opened the meeting at 6:30 PM.

**Non-Public Session RSA 91-A: 3II**

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

**Consideration of Minutes**

➤ **October 5, 2011**

Mrs. Murray amended page six, the eighth paragraph to correct the sentence to read: Mrs. Murray stated that she does not believe they can do work on someone else's property with Wolfeboro taxpayer funds, so Tuftonboro would need to pay their share and state law dictates such. She amended the third paragraph from the bottom on the same page, deleting the duplicate "adding the" in the last sentence.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the minutes of October 5, 2011 as amended. Dave Bowers seconded. Members voted and being none opposed the motion passed.**

**Public Input**

None.

**Bulk Vote**

***A. Raffle Permit***

- i. The Village Players

***B. Proclamation-Rotary International World Polio Day***

***C. Vouchers for Withdrawal or Transfers from Capital Reserve Funds***

- i. \$14,648.18 from DPW Vehicle/Equipment Capital Reserve
- ii. \$3,248.75 from DPW Vehicle/Equipment Capital Reserve

***D. Notices of Intent to Cut Wood or Timber***

- i. Trotting Track Road Tax Map 147 Lot 3
- ii. Pine Hill Road Tax Map 129 Lot 1 & Tax Map 144 Lot 3

Chairman Silk stated she would need to step down from D, ii.

Mrs. Murray stated she would like to remove C, i for more discussion.

**Member Sarah Silk moved the Wolfeboro Board of Selectmen to remove D, ii and C, i from the Bulk Vote. Linda Murray seconded. Members voted and being none opposed, the motion passed.**

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the Bulk Vote minus D, ii and C, i. Dave Senecal seconded. Members voted and being none opposed the motion passed.**

Mrs. Murray stated that she would like to hold off on purchasing the boom flail mower until December to see if they will have funds left in this year's budget to purchase it.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to table the Bulk Vote item C, i. Chuck Storm seconded. Members voted and being none opposed, the motion passed.**

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve Bulk Vote item D, ii as listed. Chuck Storm seconded. Members voted, Sarah Silk-abstained and being none opposed, the motion passed.**

## **New Business**

### ***A. Conservation Commission RE: Bean Conservation Easement Deed***

Linda Murray stepped down from discussion on this item and left the table.

Roger Murray joined the Board stated that on October 10<sup>th</sup> the Conservation Commission accepted the easement to the property located next to the boat ramp on Back Bay.

Mr. Owen stated that the word "use" was added to the easement on page six.

Mr. Murray clarified that was under III A.

Mr. Owen stated that the Parks & Recreation Department will be maintaining this location as well which is part of their request for additional hours.

Chairman Silk thanked the Beans for such a generous gift as it is important to have these areas around our waters ways open to the public.

Mr. Murray stated there is enough space in that location for three picnic tables.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve and sign the Conservation Easement Deed from the Bean family for the parcel of land located on Back Bay adjacent to the Town Docks and identified as Tax Map 217, Lot 44. Dave Bowers seconded. Members voted and being none opposed, the motion passed.**

**\*Secretary's note Linda Murray did not vote on this motion.**

Chairman Silk thanked the Land Bank.

Don McBride of the Land bank joined the Board and questioned if the Town has considered correcting the name of Back Bay to its official name of Front Bay.

Chairman Silk stated this question did come up recently when the new park plans started and such is worth discussing.

Mr. Murray stated it is called Back Bay on the plan.

Chairman Silk questioned what it is on the Town map.

Mr. Houseman stated its official name is Front Bay.

Mr. Murray provided the original easement for signatures as well as the inventory of property form.

The Board thanked the Bean family for their generous donation.

#### ***B. Monthly Budget Expenditures and Revenue Report***

Pete Chamberlin joined the Board and stated he feels the budget is going in the right direction and that the revenues are at 85%.

Chairman Silk questioned if there is a posting error on page 3 in the Zoning Board that office supplies are 336%.

#### ***C. Capital Improvements Program (CIP) Report for 2012***

Kathy Barnard joined the Board for discussion and stated the Capital Improvement Plan was adopted by the Planning Board on October 18, 2011 and is being forwarded to the Board of Selectmen to use it as a guide in the budget process. The Planning Board concurs with the CIP Committee and supports maintaining priority for a warrant article for repairing and renovating the Town Hall and focusing on building maintenance and repairs to town facilities and infrastructure to move away from crisis management. She thanked the Committee members Stacie Jo Pope, Linda Murray, Joyce Davis, James Shildneck and Robert Tougher as well as the Town Department Heads and Town Manager.

Mr. Houseman joined the Board and reviewed a PowerPoint presentation summarizing the 2012-2021 Capital Improvements Program. (See attached) He also reviewed the Wolfboro Road Upgrades from 2000 through 2011 provided by Mr. Ford. (See attached)

Mr. Ford noted a change in Lang Pond Road due to the upgrades for that road and that they did some juggling to cover what is needed for that project.

#### ***D. Capital Projects Update***

Mr. Ford joined the Board and reviewed his report dated October 14, 2011. (See attached)

Mrs. Murray questioned if the \$750,000 warrant article for road upgrades includes Lehner Street.

Mr. Ford replied that is a separate warrant article dealing with NH DOT funding for drainage. He stated that he has some issues with the Lang Pond Road project and that the town has received some feedback from the residents. He stated some complain of the dust and would like the road paved and others do not want to pave it. He suggested the Board discuss the topic at a Board meeting.

#### **E. Public Safety Building Upgrades**

Mr. Ford provided the Board with pictures of the deterioration of the back portion of the Public Safety Building. (See attached) He explained the building is deteriorating and is need of upgrades and if they town is going to move forward with structural repairs it should include replace the leaking roof and upgrade the roof drainage as well. He provided two alternatives for the Board to approach this issue, but recommends doing a combination of both by using some of the money from the Capital Reserves to get a report from the three firms who have reviewed the building.

Chairman Silk questioned when CCI, Bergeron and Quantum could provide them with such report.

Mr. Ford replied as soon as possible if the Board approved such.

Mrs. Murray stated that the CIP Committee put a place holder figure in until the Board of Selectmen discussed which direction they want to go in, be it a new facility or not. She stated the Board has yet to have that conversation and that she feels the money for building maintenance should be used as maintenance and the warrant article is separate.

Mr. Ford replied that his concern was getting the funds to address the issues and the replacing the building was not approved by the CIP.

Mrs. Murray stated that it did not meet the CIP qualifications.

Deputy Chief Zotti provided his memo supporting Mr. Ford's recommendations and stated that the previous space needs study is 10 years old and they felt in order to make an informed decision they need to make it on current information. He stated the intent is to maximize the \$237,000 recommended by the Planning Board and to additional funds from the Capital Outlay and Capital Reserves.

Mrs. Murray stated this was only discussed at the CIP level and the Board needs to have a discussion on this matter.

Mr. Ford stated it is difficult to plan without direction so they are seeking direction to be prepared for Town Meeting and would like to develop a more detailed cost estimate using Construction Management or design/build form of construction.

Mr. Owen stated he participated in the CIP process and understands there are some structural issues that need to be addressed to keep the roof from collapsing. He agrees it does not make sense to replace the columns without replacing the roof and the drainage improvements are part of maintaining their assets. He understands the request is premature, but they are seeking some direction.

Chairman Silk questioned when he needs their direction.

Mr. Ford replied the sooner the better.

Mr. Senecal questioned if he is looking for direction to meet with the engineers and CCI in order to have a figure for Town Meeting.

Mr. Ford replied yes he is looking for a cost to do the roof drains, new roof and design figures to do the project by construction management.

Mr. Owen also pointed out the Fire Department is looking to use the \$20,000 they have in the operating budget towards this.

Mrs. Murray stated that the Board needs to have the discussion about the future of this building and the space needs for the Police and Fire Departments before they make a decision.

Chairman Silk stated last year the focus was Town Hall as the priority, but if all they are seeking is to get more information and to use the \$20,000, or do they need more funds than that.

Mr. Ford replied that is what they are looking to do but would need to confirm the amount needed.

Chairman Silk suggested he provide them with more definitive information and they would re-discuss it.

Mr. Bowers stated that they should look at building to last longer even if it cost more; the Public Safety Building is not a quality structure.

Mr. Ford pointed out it was built to the standards from 30 years ago.

Mr. Senecal stated that previous Boards and Town Management did not take care of the town buildings even though the money was there to do it.

Chairman Silk stated they have to thank the voters for their past few years of support on major projects to make important upgrades.

Mrs. Murray suggested this project be put out as a Warrant Article to ensure the funds would be used for the project.

### **Old Business**

Mr. Owen stated the Planning Board and Conservation Commission have recommended the Board to proceed with the acquisition of Pine Hill Cemetery. He recommends the next step of proceeding with the Public Hearing process.

Chairman Silk noted the Agricultural Commission supports the acquisition as well.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to proceed with the process to acquire the Pine Hill Cemetery from the Pine Hill Cemetery Association. Dave Bowers seconded. Members voted and being none opposed, the motion passed.**

Mr. Bowers stated if the Board would like to discuss correcting the name of Back Bay to Front Bay he would provide the research material.

Chairman Silk agreed they could discuss such and noted the Chamber of Commerce should be notified of such change.

## **Town Manager's Report**

Mr. Owen reported the following:

- The Town is awaiting the new Tax Rate from NH Department of Revenue.
- He has received all the Departments performance evaluations except the Electric Department's.
- He reminded the public there will be the planned Power Outage to make repairs to the substation on October 25, 2011 from 8 AM to 4 PM.
- The Town of New Durham is hosting training from the Local Government Center on Right to Know on November 3, 2011.

Chairman Silk stated that it is unfortunate that many people and businesses will be inconvenienced due to vandalism and reminded the public to call the Police if they see suspicious activity.

Mr. Bowers questioned the estimate of damage.

Mr. Owen replied it is estimated at about \$40,000.

Mrs. Murray noted that does not include what the businesses will lose.

## **Committee Reports**

Mr. Storm stated the Planning Board discussed the update on Zoning to the area of Smith River.

Mr. Bowers reported the Chamber of Commerce is reporting low participation due to the economy. The Library is doing well has increased usage but noted the State is doing away with the visiting van and are urging the Legislators to help get it put back in the budget for the State.

Mrs. Murray stated the following:

- The EDC is working on its focus groups.
- The Commercial Open House on October 19<sup>th</sup> is canceled due to lack of interest and they are going to try it again in the spring when there may be more interest in opening a business.

Chairman Silk stated the following:

- The Agricultural Commission is supporting the acquisition of the Pine Hill Cemetery and is working on planning next year's Farm Day.
- The LRHHPF held the last Household Hazardous Waste Collection in October and they will resume collections next May. They took in \$1,000 from non-participating towns.
- NERRA is seeking grant funding for additional Hazardous Waste sites.

## Questions from the Public

None.

## Questions from the Press

Tom Beeler of the Granite State News noted that the Power Outage will be front page news this week. He questioned when the Board will discuss the proposal from PFIC.

Mr. Owen replied the Board will hold a work session next Thursday, October 27, 2011 to discuss such.

*Being no further business before the Board, Chairman Silk entertained a motion to non public session.*

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to enter non-public session at 8:24 PM to discuss collective bargaining. Chuck Storm seconded. Roll call vote: Sarah Silk-yes, Dave Senecal-yes, Dave Bowers- yes, Chuck Storm-yes and Linda Murray-yes, the motion passed.**

The Board re-entered public session at 9:01 PM.

Chairman Silk stated the non-public session minutes of October 19, 2011 were sealed by a 2/3<sup>rd</sup>'s vote as required by law.

**Member Dave Bowers moved the Wolfeboro Board of Selectmen to adjourn at 9:02 PM. Member Chuck Storm seconded. Being none opposed, the motion passed.**

Respectfully submitted,

**Amelia Capone-Muccio**

Recording Secretary