

**Wolfeboro Board of Selectmen  
Meeting Minutes  
Approved  
October 1, 2014**

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

**Members absent:** None.

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

Chairman Murray opened the meeting at 6:30 PM.

**Non-Public Session**

Chairman Murray stated a non-public session is needed to discuss litigation, collective bargaining and personnel.

**Consideration of Minutes**

➤ **9/17/14**

Chairman Murray amended page four, under item D to correct the request of the Wolfeboro Area Children's Center request for 2015 at \$15,000. She amended page five, under item I to note the 2015 request is \$741 (reduced from 2013).

**Member Sarah Silk moved the Wolfeboro Board of Selectmen approve the minutes of the September 17, 2014 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 stated as she stated at a previous meeting the Town of Wolfeboro does not need a Police Commission. She is requesting to change the direction of the Police Department by doing away with the Commission and putting it under the direction of the Town Manager and Board of Selectmen. She feels by doing this it helps victims like her have a way to get around dealing with issues. She stated Moultonborough has a larger town and does not have a Police Commission. She stated the Police Chief is refusing to do investigations and because of that he has retaliated against her. She stated Police Commissioner Ron Goodgame once stated that a Police Commission is not needed and the money spent on a Commission could be better spent. She also informed the public that they can file a criminal complaint at the court, which is a private way to get justice.

## Public Hearing

### Temporary Event Permit

- A. First Congregational Church and All Saints Episcopal Church to hold a Crop Walk on October 26, 2014 from 1:00-4:00 PM starting at the First Congregational Church.**

Chairman Murray opened the hearing.

Bruce McCracken addressed the Board and stated this is an annual event to help raise money for hunger and 25% of the funds stay local. He stated this year's recipients are L.I.F.E Ministries Food Pantry and Knights against Hunger.

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

Ms. Silk questioned if this is for End 68 Hours of Hunger.

Mr. McCracken replied no, that is a separate organization.

**It was moved by Dave Senecal and seconded by Sarah Silk to accept the Temporary Event Permit for the First Congregational Church and the All Saints Episcopal church to hold a Crop Walk event on October 26, 2014 from 1:00-4:00 PM starting at the First Congregational Church.**

## Bulk Vote

### **A. Weekly Manifests:**

1. Manifest dated September 26, 2014
2. Manifest dated October 3, 2014

### **B. Property Tax Abatements/Refunds Approvals**

- i. Abatement/Refund #13 (2014) Tax Map 25, Lot 1

### **C. Notice of Intent to Cut Wood or Timber**

- i. New Garden Road Tax Map 254, Lot 1

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

## New Business

### **A. Capital Project Update Report.**

Dave Ford addressed the Board to review his Capital Projects Update Report dated September 26, 2014. (See attached)

Chairman Murray questioned if the water meters are now on the radio read and if less staff will be used.

Mr. Ford replied yes they are on the new radio read, but the staff is now able to work on other projects. All water/sewer meters are read once per month vs. quarterly.

Ethan Hipple addressed the Board to update his Capital Project Update Report dated September 26, 2014. (See attached) He also noted that the Abenaki Ski area made the cover of national magazine Powder, which is a great honor.

Mr. Owen reviewed the Town Hall Capital Project update. (See attached)

Ms. Silk questioned if the funds encumbered will be used for the windows.

Chairman Murray replied she recalls the Board voted to encumber those funds for the windows.

### **B. Letter to New Hampshire Department of Environmental Services Regarding Effluent Disposal Alternatives**

Mr. Ford addressed the Board to discuss the proposed letter to NH DES regarding a schedule and timeline for addressing the Town's alternative Effluent Disposal methods. He stated he would like to include the letter from Underwood Engineers in his report.

Chairman Murray stated that such was reviewed by the CIP Committee today and she clarified Mr. Ford would like to include the letter from Underwood Engineers and for NH DES to accept the proposed timeline that includes using the current RIB site for 4 more years.

Mr. Bowers questioned if the RIB site could be used at a reduced capacity.

Mr. Ford replied yes, but the focus at this point is to dispose off that site.

Chairman Murray replied that even at a less capacity it will still have a discrete discharge.

**It was moved by Sarah Silk and seconded by Dave Senecal for the Wolfeboro Board of Selectmen to support the letter to NH DES as proposed at this meeting and supporting letter from Underwood Engineers for a long-term solution for the Town's effluent disposal site. Members voted and being none opposed, the motion passed.**

### **C. 2015 Budget Hearings**

#### **a. Emergency Management**

Philip Morrill, Fire Chief, addressed the Board.

Ms. Silk questioned line 1-42900-610 general operating supplies.

Chief Morrill replied that between line 610 & 740 he has spent an additional \$900, replacing a computer due to software compatibility and rain gear.

Ms. Silk questioned what he will purchase next year.

Chief Morrill replied such is unknown. The line is relative to what is needed for emergencies.

Ms. Silk questioned if he spent professional development this year.

Chief Morrill replied that nothing relevant came up this year.

Chairman Murray stated this budget has a 0% increase.

#### **b. Fire Department**

Chairman Murray noted the 100 series will be adjusted with the non-union salary adjustments.

Ms. Silk questioned Workers Compensation.

Mr. Chamberlin replied that they are the correct figures and there are no credits this year to offset which is why he will be requesting the Board at the next meeting to request a revenue check.

Chairman Murray noted a 1.77% increase in the budget due to gas and diesel fuel.

Chairman Murray questioned the back up for the increase in line 1-42200.740 machinery & equipment.

Chief Morrill provided a copy of the recorder replacement for the Fire Department side as the current recorder is difficult to get parts to make repairs. The cost of the replacement is \$6,900.

Chairman Murray noted he has not used much of this line.

Chief Morrill replied he knows he has more funds encumbered.

Chairman Murray noted this line budget has a 0% increase.

#### **c. Public Safety Building**

Chairman Murray questioned the increase in water.

Chief Morrill replied the calculation is based on the previous year's usage.

Chairman Murray questioned the 1-42901.433 machinery maintenance expended to date.

Chief Morrill replied that HVAC system work will be done.

Chairman Murray noted an increase in insurance.

#### **d. Capital Outlay-Fire**

- Pave Fire Sub-station 1-49609-731 \$40,000

Chief Morrill replied this is one that has come back on the list again and is priority #5.

- Purchase Chief's Command Vehicle 1-49612-761 \$19,500

Chief Morrill stated the current vehicle, which was used when purchased, will not pass inspection in March without extensive work to the rotting underneath. He explained that the costs to repair the vehicle will exceed its value. He is recommending a lease/purchase for the new vehicle.

Chairman Murray stated that the Police Department and the Codes vehicle were purchased on lease/purchase programs and have worked well.

- Replace mobile radios 1-49613-764 \$ 12,286 & Replace portable radios 1-49614-765 \$26,948

Chief Morrill stated that a lease/purchase program is proposed to replace the radios has been proposed as a means to reduce the impact. The radios are 9 years old and Motorola will not be able to accommodate repair and maintenance on the radios. He stated technology changes all the time and 9 years is old in the technology world.

Ms. Silk asked the Finance Director if there are any State contracts available for radios and he replied he has not discovered any.

Mr. Owen feels the radios are crucial to the mission of the Fire Rescue Department and feels a lease/purchase is a more budget friendly way to make the purchase.

Chairman Murray agreed the lease/purchase and the radios are important to public safety more so than the parking lot at this point.

#### **e. Electric-Administration**

Ms. Silk questioned 3-43410-311 Consultants.

Barry Muccio addressed the Board and explained that this is the final year with the NH Electric Co-op contract for line workers. He stated that there will be negotiation and bid cost for a new contract. He stated they also will be moving to a different way to purchase power by moving to the day ahead market as recommended by consultant PLM, who will need to do more managing of the market than they do now. He stated although it is an increased cost the overall savings will be tremendous on purchase power.

Mr. Owen further stated that ISO New England is forcing those who are not in the day-ahead market to move to it by increasing the costs on the real time market, essentially penalizing them for not switching.

Mr. Muccio noted last year they received a cold weather surcharge that they never received before. He stated the plan is to switch to the new method in December. He provided back up information explaining such.

Ms. Silk questioned the increase in line 3-43410-380 custodians.

Mr. Muccio replied that the custodial services are increasing but noted they do shop around for the best cost.

Ms. Silk questioned switching to a pellet boiler system.

Mr. Muccio replied they have and are estimating the cost for pellets at this point. They do expect to save money with the new system.

Chairman Murray questioned 3-43410-412 water.

Mr. Muccio replied they had a running toilet that was repaired.

Ms. Silk questioned line 3-43410-435 Building Maintenance.

Mr. Muccio replied last year he had the building interior repainted and other maintenance items but is not proposing anything major this year.

Chairman Murray noted a 6.76% increase in this budget.

#### **f. Electric-Distribution**

Chairman Murray questioned line 3-43420-380 outside services.

Mr. Muccio replied this is a line he has been holding off on for budget reasons, same with line 3-43420-610 General Operating Supplies.

#### **g. Electric-Generation**

Chairman Murray questioned 3-43430-380 outside services.

Mr. Muccio last year he has some issues at the substation, but has not had many this year.

Ms. Silk questioned 3-43430-311 consultants.

Mr. Muccio last year they changed contractors that monitor the Power Plant monitoring wells and the contractor is reimbursed from the State, but he carries some funds for maintenance as some of the wells can be damaged during plowing.

Ms. Silk questioned 3-43430-435 building maintenance.

Mr. Muccio replied that a water break caused some damage last year and this year will need to address some roof issues in the Capital Outlay.

### **D. Transfer of Settlement Proceeds to Offset General Fund Expenditures**

Pete Chamberlin addressed the Board to explain that in the beginning of the Wright Pierce RIB lawsuit a small amount of funds were expended from the General Fund and now that the lawsuit has been settled the General Fund should be reimbursed in the amount of \$ 18,685.94 when payment is received.

Chairman Murray replied that this only makes sense, the taxpayers should not have to pay that expense.

**It was moved by Linda Murray and seconded by Dave Senecal to approve authorize the transfer of \$18,685.94 in legal expense, incurred in 2010 and 2011 and charged to the Selectmen's Legal line item during those years, from the Sewer Fund's forthcoming Wright-Pierce settlement proceeds. Members voted, all in favor, the motion passed.**

**E. Request to Commissioner of the Department of Revenue Administration Regarding Over Expense in the Sewer Fund.**

Mr. Owen explained that the Sewer Fund was over expended by approximately \$650,000 due to all the legal bills for the lawsuit and a letter has been drafted for the Board's approval to seek approval to over expend the legal line and note it will be reimbursed from the proceeds of the lawsuit settlement. He noted that funds were budgeted for the lawsuit, but the trial lasted longer than expected and the cost of expert witnesses and complexity of the case caused them to over expend the budgeted amount.

Chairman Murray noted the request was approved by the Budget Committee on Monday night.

**It was moved by Sarah Silk and seconded by Dave Bowers to approve and sign the letter to the Commissioner of the Department of Revenue Administration for approval of the over-expenditure of \$650,000 in the Sewer Fund in the 2014 budget. Members voted, all in favor, the motion passed.**

**Old Business**

Ms. Silk stated that she was notified by Captain Rondeau of the Wolfeboro Police Department that the Department collected 12-13 gallons of unwanted/expired medication during the National Drug Take Back Day on September 27<sup>th</sup> at the Public Safety Building.

Chairman Murray stated the first Budget Hearing for the Board of Selectmen review is Monday, October 6<sup>th</sup> at the Community Center and the next one will be October 8<sup>th</sup> at the Wolfeboro Public Library. She requested the Board to cancel the meeting on the 16<sup>th</sup> as she has a conflict with that date and noted they did start the budget hearings this evening to make up for that date. The Board agreed to cancel the October 16<sup>th</sup> Budget Hearing meeting.

**Town Manager's Report**

Mr. Owen stated the following:

- The Assessing Services Contract was awarded to the current Contract Assessor, Todd Haywood of Granite Hill Associates who provided the lowest bid.
- New Code Enforcement Officer Corey Ryder started Monday and seems to be fitting in well.
- Officer James O'Brien has left the Wolfeboro Police Department and his last day was last Thursday.

- There is a Town Hall project meeting tomorrow and they hope to have all the prices for the subcontract work to have a better understanding of the full cost of the project. He noted that utility cuts and connections are taking place this week by the Public Works Department.

Chairman Murray questioned the status of the contract with CCI.

Mr. Owen replied the issues with contract language have been resolved and we should have a guaranteed contract with a not to exceed price soon.

Ms. Silk noted that Solid Waste Department was awarded a grant for the horizontal Bailer from NH the Beautiful in the amount of \$5,000.

### **Committee Reports**

Mr. Harriman attended the WCTV meeting who reviewed the 2015 proposed budget.

Chairman Murray attended the CIP Committee meeting today, she will attend the Town Hall project meeting, she attended the Chamber Social and she attended the Budget Committee meeting on Monday.

Ms. Silk attended a budget meeting for LRHHPF and the Friends of Abenaki meeting.

Mr. Senecal attended the Budget Committee meeting and has a CAP meeting next week.

### **Public Comment**

None.

### **Questions from the Press**

None.

*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 8:32 PM to discuss litigation, collective bargaining and personnel. Dave Senecal seconded. Roll call vote: Sarah Silk-yes, Dave Senecal-yes, Dave Bowers-yes, Brad Harriman-yes, and Linda Murray-yes, the motion passed.**

The Board re-entered public session at 8:46 PM.

Chairman Murray stated the non-public session minutes of October 1<sup>st</sup>, 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 Sarah Silk moved the Wolfeboro Board of Selectmen to adjourn at 8:47 PM.  
Member Dave Bowers seconded. Being none opposed, the motion passed.**

Respectfully submitted,  
**Amelia Capone-Muccio**  
Recording Secretary