

**Wolfeboro Board of Selectmen
Meeting Minutes Approved
October 17, 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 Planning Development Rob Houseman, 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 not needed.

2014 Budget Hearings

➤ ***Conservation Commission***

Dan Coons, Chair of the Conservation Commission, addressed the Board.

Mrs. Murray questioned 1-46110.490 other property services and what they are not doing this year as only \$400 has been spent to date.

Mr. Coons replied they haven't done the second round of invasive species treatment at Goodwin's basin.

Mrs. Murray questioned the affect that would have on Back Bay.

Mr. Coons replied it would be done in accordance with the Shoreline Protection requirements. He stated it addresses the bittersweet and burning bush.

Mrs. Murray commended them on a well presented budget and staying within the guidelines with only a \$14 increase.

Chairman Silk agreed and noted as alternate she attends the meetings and they are a very active group.

➤ ***Planning***

Rob Houseman addressed the Board.

Chairman Silk questioned line 1-41911.341 telephone and thought they would be going down this year.

Mr. Chamberlin replied that a fax line was being charged to the wrong budget.

Mrs. Murray questioned the cell phone stipend is not listed here.

Mr. Houseman believes it has been charged to line 1-41911.432 communication maintenance. He noted that his Department is not using the fax line as they use the printer/scanner/ copier as a fax machine.

Chairman Silk suggested they revisit both lines to get more clarity on the billing of the cell phone and if the Public Works Department is going to use the fax line. She questioned the increase in line 1-41911.560.

Mr. Houseman replied the Lakes Region Planning Commission annual dues have an increase this year to \$9,100.

Chairman Silk noted the usage in postage has been low and suggested lowering it to \$450.

Member Linda Murray moved the Wolfeboro Board of Selectmen to change line 1-41911.625 postage in the Planning budget to \$450. Dave Bowers seconded. Being none opposed, the motion passed.

➤ ***Planning Board***

Mrs. Murray stated that based on the usage on line 1-41305.112 Clerical Salaries she suggested reducing it.

Mr. Chamberlin stated the five year average is \$14,046.

Member Linda Murray moved the Wolfeboro Board of Selectmen to change line 1-41305.112 Clerical Salaries in the Planning Board budget to \$11,000. Dave Bowers seconded. Being none opposed, the motion passed.

Chairman Silk questioned if legal should be reduced too.

Mr. Harriman questioned if they have a plan to fall back on if something should come up.

Mrs. Murray replied if anything major ever came up they could use the Board's legal budget.

Mr. Chamberlin replied the five year average is \$ 13,879

Member Linda Murray moved the Wolfeboro Board of Selectmen to change line 1-41305.320 legal in the Planning Board budget to \$ 6,000. Dave Bowers seconded. Being none opposed, the motion passed.

Mrs. Murray questioned line 1-41305.341 telephone and the criteria for the cell phone stipend and policy should be established for such.

Chairman Silk questioned line 1-41305.670 publications and such is not expended.

Mr. Houseman replied it is for the Chairman.

Chairman Silk suggested revisiting it as nothing has been posted to the line.

➤ ***Zoning***

Mrs. Murray noted this Board hasn't been meeting that much.

Mr. Houseman replied they are budgeted to meet once a month.

Chairman Silk noted line 1-41304.112 refers to an increase in hours in the notes.

Member Linda Murray moved the Wolfeboro Board of Selectmen to change line 1-41304.112 clerical salaries in the Zoning budget to \$7,080. Dave Senecal seconded. Being none opposed, the motion passed.

➤ ***Code Officer***

Chairman Silk questioned line 1-42400.311 consultants.

Mr. Houseman replied he used to pay this out of the Planning budget and it is used for a third party inspection when needed for specific circumstances.

Chairman Silk questioned the five year average on legal.

Mr. Chamberlin replied \$9,120.

Chairman Silk questioned the increase in line 1-42400.341 telephone.

Mr. Chamberlin replied that some budgets went up; some went down, but the overall budget for telephones decrease significantly.

Mrs. Murray questioned why line 1-42400.430 vehicle maintenance is low. She noted the Municipal Electric Department logs their vehicle maintenance on a spreadsheet and questioned if they had a record for that.

Mr. Houseman replied it is regularly maintained, but would find out.

➤ ***Brewster Building***

Mrs. Murray questioned line 1-41941.412 water and believes it needs to be revised to the new allowances.

Chairman Silk questioned line 1-41941.435 building maintenance.

Mr. Houseman replied that the front windows are clean for free, but he asked for a quote for the back windows.

Mrs. Murray questioned line 1-41941.750 machinery & equipment and that nothing has been used.

Mr. Chamberlin replied the five year average is \$339.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to change line 1-41941.750 machinery & equipment in the Brewster Building budget to \$800. Linda Murray seconded. Being none opposed, the motion passed.

Any Other Business

Mr. Senecal stated with regards to last night's discussion on Winnepesaukee Estates and the request for the town to take that road over. He would like to further express his concerns that the developer owns 24 of the lots and would like a preliminary title search done on the parcels before any bond would be taken out.

Mr. Owen stated he discussed such with Town Counsel and he felt that was a reasonable concern and will perform a title search on the properties as well as discuss the issue with Randy Walker, who is the developer's counsel.

Brad Harriman stated he also has done some thinking on the topic and agrees with Mr. Senecal and that it is a large project at \$1.12 million dollars and that the developer owns more than half of the lots.

Mrs. Murray agreed with Mr. Senecal and Mr. Harriman's concerns and noted the assessments of the lots have decreased dramatically over the years.

Bob Lemaire stated it appears the property owners have more leverage than the town at this point. He also noted the property owner's need to be clear the expectations of the process as he felt some of them were not last night.

Mrs. Murray agreed that the process needs to be clear to all the property owners.

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

Member Brad Harriman moved the Wolfeboro Board of Selectmen to adjourn at 7:39 PM. Member Dave Senecal seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary